

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY  
REGULAR MEETING MINUTES**

**Monday, December 21, 2009  
Great Basin College Berg Hall  
2 p.m. PST**

**STAFF:**

Pam Borda- Executive Director  
Diana Duncan Elwess- Operations Coordinator

**BOARD MEMBERS:**

Mayor Mike Franzoia- City of Elko  
Charlie Myers-Elko County  
Betti Magney-Elko Daily Free Press  
Kevin Ancell – Frontier Communications  
Mary Korpi- Newmont Gold  
Greg Brorby – NV Energy  
Shirley Alen-Nevada State Bank  
Jason Ashby – P & H MinePro Services  
Marc Selph-RAM Enterprise  
David Zornes-Red Lion Hotel Casino

**GUESTS:**

Jennifer Sprout- Elko Area Chamber of Commerce  
Tony Buettner- Buettner Inc.

**MEMBERS ABSENT:**

AMEC Earth & Environmental  
City of Carlin  
City of West Wendover  
Stewart Title Company  
Great Basin College  
Northeastern Nevada Regional Hospital  
Gold Dust West  
Savage Services

**A. CALL TO ORDER: By ECEDA Chairman of the Board Mary Korpi**

The agenda for this meeting of the Elko County Economic Diversification Authority (ECEDA) has been properly posted for this day and time in accordance with NRS requirement. **ECEDA's monthly board meeting agenda and board meeting minutes are now posted for public viewing on our website at [www.eceda.com](http://www.eceda.com). They can be found under the *ECEDA at Work* link.**

**B. ROLL CALL: Introductions of Board Members and Guests.**

**C. PUBLIC COMMENT PERIOD:**

This agenda item is to provide time for the general public to address the authority regarding items of concern. Action cannot be taken at this time, but a matter can be set on the agenda for a future meeting, as appropriate.

There was no public comment.

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY  
REGULAR MEETING MINUTES**

**\*\* DENOTES POSSIBLE ACTION ITEM**

Chairman Mary Korpi related to the Board the details of the Executive Committee meeting held on December 16, 2009.

- Review and discussion of administrative assessment
  - a. Budget
  - b. Governing documents
  - c. Membership
  - d. Agenda, minutes, packets, Open Meeting Law
- Review and discussion of marketing collateral
  - a. Marketing Material
  - b. Website

Executive Director Pam Borda discussed a Community Survey that she has been working on with the Elko Area Chamber of Commerce. This survey would be based on feedback of the community on a variety of questions. Pam asked for assistance from the board on the questions, how should the survey be dispersed to the community, grocery store survey, by mail, email, or online survey on website. Security measures would be in place so that email address can only vote one time.

Charlie Myers recalled that in a previous ECEDA survey, medical was an issue and that a question should be added to cover that area on this new survey.

Mayor Mike Franzoia asked that the information gathered would be given back to the community through the media to educate them on the items that they have asked for. Explaining that companies have criteria that communities must meet in order for them to consider location to a community. This education would include companies that fit our criteria, but have other issues, like financing or territory.

Another aspect of the survey is to tailor to the Business Community, to find what needs they have and where they go to fulfill them.

**D.\*\* APPROVAL OF THE NOVEMBER 2009 REGULAR MEETING MINUTES**

Board members reviewed the Minutes individually.

**ACTION:** Betti Magney motioned approval of the November Minutes. Kevin Ancell seconded the motion. The motion passed unanimously

**E.\*\* ECEDA FINANCIALS:** Various items.

**1) \*\*APPROVAL OF WARRANTS FOR NOVEMBER 2009:**

Review of current expenditures/budget comparison.

**ACTION:** Charlie Myers motioned approval of the November Warrants. David Zornes seconded the motion. The motion passed unanimously.

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY  
REGULAR MEETING MINUTES**

**2) \*\*REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF NEW METHOD OF BUDGET AND WARRANT DELIVERY**

Executive Director Pam Borda worked with Elko County Fiscal Affairs to provide the 2009/2010 Budget and Warrants in the same format that Elko County is currently using. This will reduce duplication and staff time.

Pam Borda went over the format with the board members. It is more detailed in comparison to the previous documents presented to the board. The new method will include the budget with the warrant totals, and information on revenue. Charlie Myers questioned Budget Report Line Item 3204. Diana Duncan Elwess explained that it was Host Expenses, to take clients out for lunches or dinners.

**ACTION:** Charlie Myers motioned approval of the New Method of Budget and Warrant Delivery. Jason Ashby seconded the motion. The motion passed unanimously.

**F. NEW BUSINESS**

**1) \*\*REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF THE STRATEGIC PLANNING PROCESS**

Strategic Planning is a means to assess where we are, develop long term goals and strategic direction and the framework to successfully achieve those goals. Staff will present an overview of the proposed planning process.

Pam Borda explained that during the Strategic Planning we would assess the communities that ECEDA serves, assess ECEDA administrative and operational areas including governing documents, look at trends, define goals, document findings, and implement the plan. This will be an evolving process and require board involvement with brainstorming sessions, and other meetings.

Pam will begin this process by researching the assessments and community data that has previously been completed. One example is the Community Development process that Wells completed during the summer.

**ACTION:** Kevin Ancell motioned approval of the Strategic Planning Process. Jason Ashby seconded the motion. The motion passed unanimously.

**2) \*\*REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF CHANGES TO NEW MEMBER INVITATIONS.**

Request to bypass submitting lists of proposed new members prior to recruiting and to submit those wishing to become members for approval.

The current Policies and Procedures have specific language stating how the New Member Invitations are to be handled. The Policies and Procedures will need to be changed and adopted by the ECEDA Board. This process will be completed during the Strategic Planning.

**ACTION:** Charlie Myers motioned approval of the Changes to New Member Invitations stating that changes will be made to ECEDA's Policies & Procedures. Mike Franzoia seconded the motion. The motion passed unanimously.

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY  
REGULAR MEETING MINUTES**

**3) \*\*REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF FAIRMONT SUPPLY AS A NEW MEMBER OF ECEDA.**

Fairmont Supply requested a membership application, completed the application and sent us a check for membership. Staff recommends approval of Fairmont's membership.

Fairmont Supply has recently purchased Brite Star Sales. They sell parts and supplies for larger equipment.

**ACTION:** Charlie Myers motioned approval of Fairmont Supply as a New Member of ECEDA. Betti Magney seconded the motion. The motion passed unanimously.

**4) \*\*REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF ECEDA BOARD MEETING DATES**

The next two regular Board meeting dates fall on County holidays and will necessitate choosing alternate dates for January and February.

- a. Tuesday January 19, 2009
- b. Tuesday February 16, 2009

**ACTION:** Charlie Myers motioned approval of the Board Meeting Date Changes. Jason Ashby seconded the motion. The motion passed unanimously.

**5) \*\*REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO SUBMIT LETTERS OF SUPPORT ON BEHALF OF GO21.**

Go21 is a non-profit organization whose cause is to further the use of rail. They are asking that we write letters of support. ECEDA provided these letters previously in support of legislation.

County Commissioner Charlie Myers questioned what their goal is; he felt that ECEDA should take care on this endorsement so as not to hurt our local shipping companies. Our existing business is very important to the community. Charlie also questioned if Go21 is part of Go Green. It is not known to staff if it is or not.

**ACTION:** Mike Franzoia motioned to deny approval to Submit Letters of Support on Behalf of Go21. Greg Brorby seconded the motion. The motion passed unanimously.

**G. REPORTS**

**1) LEADS:** Staff will provide a summary of ECEDA's active leads.

Staff is currently working with Meridian Pacific, Ltd. They are currently in escrow with a local shopping center. They will be involved on the community level and are looking for other projects to work with.

**2) NNRR PROJECT:** Commissioner Charlie Myers and staff will report on the progress of the County's NNRR Planning Committee and the Railport Project.

A. Discussion and request for assistance with the NNRR ribbon cutting and grand opening ceremony.

Charlie Myers deferred this topic to Pam Borda as he had missed a couple of NNRR meetings. He did report that the Savage Services contract has been signed. Pam reported that no date has been set for the arrival of the first train. Chris Goodall of Savage Services will let people know as far in advance as possible.

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY  
REGULAR MEETING MINUTES**

- 3) PROJECTS (Work force, community development, etc.):** Staff will report on the progress of components within the FY2010 work plan.

Pam Borda will have a monthly report to present to the board. The first report is included in the board packets and will be from now on. The report will have the status of various activities that are being handled by staff, particularly with the strategic planning effort. The report will cover internal assessment, meetings, regularly scheduled meetings, leads, and other.

**H. BOARD MEMBER REPORTS**

- 1) Members will be provided the opportunity to give a short report on their business or their city/county.

**I. SCHEDULE NEXT MEETING**

ECEDA's next regular Board of Directors meeting will be held on Tuesday January 19, 2010 at 2:00 pm. Staff will contact Anneta Sharples of Great Basin College to request the conference room at Berg Hall.

**J. ADJOURN**

**Respectfully submitted:**

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**Diana Duncan Elwess  
Operations Coordinator**