



September 10, 2024 Meeting Minutes

Present:

Nathan Messer
Wendy McMann
Amanda Cecil
Kevin VanHorn
Donnie Lawson
Greg Ballard

Allyson Gutwein (Executive Director)
Katy Moore – Board Attorney

Absent:

Tiffany Stoner
Valerie Swack
Matt Gentry

Note: No vacant spots on the board as of May 2024.

Opening of the Meeting:

The Discover Boone County met on September 10, 2024, in the Connie Lamar Room within the Boone County Annex Building. The meeting was called to order by President Nathan Messer at 4:32 p.m.

In the Matter of Public Comments:

No public comment.

In the Matter of Consent Agenda – Director’s Report, Treasurer’s Report and August 2024 Meeting Minutes:

Wendy McMann made a motion to approve the consent agenda. Motion seconded by Donnie Lawson. Motion carried 6-0.

In the Matter of Old Business:

Attorney Katy Moore is still working on updating the form E-1’s with the State Board of Accounts. There was an issue getting in with the password.

Building update – Allyson stated that they are very close to putting up the walls. Electrical and plumbing are being worked on. Working on getting fiber installed before the drywall goes up, this will be easier to install and a little less expensive. The door is one inch too narrow for ADA access, so a different door is being ordered. The planned Certificate of Occupancy is at the end of November. Nathan stated that there is water still getting in the basement, He spoke to DPW and they are looking into a solution to try and keep the water out. The DPW has a sidewalk replacement plan. The contractor and DPW are working together to get the sidewalk replaced.

MIBOR Grant – Allyson stated that we received a MIBOR grant in the amount of \$2,500, although it was not the full amount it will pay for half of the Impact Calculator. The entire cost of the Destinations International Membership and the Impact Calculator will be about \$6,000. Allyson applied for another grant through Boone County Solid Waste. This will allow Discover Boone to partner with the Boone County Fairgrounds to replace the current water fountains at the Fairgrounds with water bottle refill stations.

ISFA Cover – If we want to be on the cover in 2031, we need to let them know in November of this year. They rotate between the six different districts. We would have to commit to the \$20,000 cost by November of this year, but this can be paid in a lump sum, or it can be paid over the course of the next several years up to 2031. Nathan Messer made a motion to move forward with the \$20,000 cost for putting Boone County on the ISFA cover in 2031. Motion seconded by Kevin Van Horn. Motion carried 6-0.

In the Matter of New Business:

Internet and Access Control – Fiber needs to be installed in the new building for internet access. It will be less expensive if this can be done before the drywall goes up. We have received two quotes. One quote is for approximately \$18,000 and was turned in as a one-page quote. The other quote was for approximately \$20,000 and was a more comprehensive quote. Nathan stated that these quotes do not

include hardware/door mechanisms. Nathan Messer made a motion to do a NTE of \$25,000 for the fiber install pending legal review. Motion seconded by Amanda Cecil. Motion carried 6-0.

Office Furniture – It was discussed having the Holiday party at the new building this year but there is not any furniture to accommodate this plan. Allyson asked if we buy some of the furniture that will be needed for the building this year so we can have the Holiday party in the new building. It was discussed to use old doors from the building as tables for the upstairs. This option would be about \$1,400 per door. It was discussed downstairs using folding tables and chairs. A 6'x 24 "nesting table would be \$600. The chairs are \$220 each. Allyson had just purchased 3 folding tables for another event she needed them for. It was agreed to use those and have a reception at the new building and Allyson will look into having the Holiday party at the Chop House.

Attorney Katy suggested that before signing any documents for the Fiber quotes to get in writing a start date and a completion date. Also check into the \$1,500 trip charge.

Nathan suggested changing the October meeting since 4 members will not be able to attend on October 8th.

Amanda Cecil left the meeting at 5:31 pm.

With no further business, Nathan Messer made a motion to adjourn the meeting at 5:36 pm. Motion seconded by Wendy McMann. Motion carried 6-0.

Minutes prepared by Lori Rapp