

Gallatin River Task Force Board of Directors Meeting
February 15, 2017, 3 pm
Big Sky Water and Sewer District
MINUTES

1. Call to Order: *Ron Bowlin called the meeting to order at 3:05 pm. Board members Rick Donaldson, Rich Addicks, Mike Richter, and Rich Chandler were also in attendance. Absent were board members San Goveia, Nancy Sheil, and Ron Edwards. Staff Members Stephanie Lynn, Kristin Gardner, and Andrea Saari were in attendance. Bannack consultant, Chase Rose, was also present.*

2. Consent Agenda**

- a. Minutes: January 10, 2017
- b. Financial Report
- c. Fundraising Report
- d. Education & Communications Report
- e. Big Sky Watershed Corps Report
- f. Project Bid Protocols

Rich C made a motion to approve the consent agenda, Mike R seconded, and motion carries unanimously. The board would like to keep the Financial Report out of the consent agenda as a separate action item

3. New Business

- a. Office Space (Kristin)

The board requested a cap of \$1,000/month for the new office space in Town Center.

4. Old Business

- a. Campaign (Chase)

- i. Review of Campaign Assessment : *Recommendations: 1) Initial campaign of \$2M, execute the leadership-gift phase of the campaign prior to finalizing the goal; 2) Immediately identify campaign committee with high-profile volunteers; 3) Seat Campaign Oversight Committee; 4) Secure advocacy within the local development and construction community;*
- ii. Review of campaign case statement and scope/budget: *Chase will send board case statement to review. Two budgets presented: \$2M campaign/500K endowment and \$2.5M campaign/\$1M endowment.*
- iii. *MikeR made a motion to approve the 2.5 M campaign budget, Rich C seconded, Motion carried unanimously. Chase: What is the timeframe for how long we are willing to accept pledges (3 – 5 years is typical)? Pledges are legally binding. Motion to approve accepting 5 year pledges: RichC made the motion to accept 5 year pledges. RichA seconded, unanimous approval*
- iv. Discussion of Campaign Committee: *Campaign committee focuses specifically on prospects and donor relation development. Start with 7 committee members, expands when the campaign goes public. Motion to approve the slate of campaign committee prospects:*

RichC made a motion , Mike R seconds, unanimous approval. Chase asked Ron B, Rick, and Rich A. if they would like to participate on the Campaign Committee and will call sometime this week to discuss.

- v. Discussion of Campaign Oversight Committee: *RichC, RonE, MikeR will be on the COC that discusses donation contingencies. Arrives at consensus on lower-level decisions, but presents recommendations to the Board for approval on major decisions.*
 - vi. 100% Board giving: *Chase will follow-up on an individual level with Board members in the next month to two months*
 - vii. Campaign Timeline: *Timeline is based on campaign success. Public phase will start when 60 – 70% of the goal is met. Chase is hoping to meet with campaign prospects within 2-3 weeks.*
- b. Updates to Quickbooks File (Kristin/Rick): *Kristin and Rick are working on Quickbooks structure to improve budgeting and financial reports*
 - c. Board committees (Kristin): *Kristin will send out opportunities to the board.*
 - d. RO Raffle Tickets (Emily/Andrea): *Drawing is happening at F3T 8pm showing*

5. Upcoming Events

- a. Wednesday, March 22nd, 5 & 8 pm: F3T at Lone Peak Cinema
- b. May 1st: Resort Tax Application Due
- c. Next board meeting date: *March 14, 2017*

6. Open Discussion:

7. Board/Staff Pictures

8. Adjournment:

** Agenda Items for Board action