

Agenda

A. **Call to Order** **7:00AM**

B. Roll Call

C. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

D. **Consent Agenda**

1. Approval of Minutes from the Board of Director's Regular Meeting – February 15, 2023

Sample motion: "I move that we approve the consent agenda as presented."

E. Public & Partner Agencies Invited to be Heard (3 Minutes Per Person)

F. **Business/Action Items**

G. Authorization for the Board Chair to open a new DDA checking account with Bank of Colorado to allow for the periodic transfer of DDA funds from the Town to the DDA for the purpose of meeting monthly DDA payroll and credit card payment obligations.

Sample motion: "I move that we authorize the Board Chair to open a checking account with Bank of Colorado to allow for the periodic transfer of DDA funds from the Town to the DDA for the purpose of meeting monthly DDA payroll and credit card payment obligations; and further authorize the Board Chair to execute all documents and instruments necessary to establish such account."

H. Establish checking account signatories for Bank of Colorado checking account.

Sample motion "I move that we authorize _____ to be signers on the DDA checking account with Bank of Colorado."

I. Authorization for the Board Chair to apply for a credit card through Bank of Colorado for the Windsor DDA for use by Executive Director Michelle Vance with up to a \$10,000.00 limit.

Sample motion: "I move that we authorize the Board Chair to apply for a credit card through Bank of Colorado in the name of, and on behalf of, the Windsor DDA, with a credit limit of up to \$10,000.00, for use by Executive Director Michelle Vance; and further authorize the Board Chair to execute all documents and instruments necessary to obtain such credit card."

J. Authorization for the Board Chair to close the DDA checking account with Canvas Credit Union and transfer all funds in such account to the DDA Bank of Colorado checking account.

Sample motion: "I move that we authorize the Board Chair to close the DDA checking account with Canvas Credit Union and to transfer all funds in such account to the DDA Bank of Colorado checking account."

K. Executive Director's Report

L. Communications & News

M. Adjourn
