

**Minutes of the January Regular Meeting of the  
Board of Commissioners Victor Urban Renewal Agency**

January 3rd, 2022  
Work Farm - Zoom Meeting

**i. Opening -**

- a. Call to Order – Zach Smith, Chair**
- b. Roll Call**

Commissioners Present:

Commissioners by Phone/Zoom: Chair Smith, Vice Chair Grove, Commissioner Beulow,  
Commissioner Albert

Others In Person /via Zoom: Erin Gaffney

- c. Determination of a Quorum - (9:33 AM)**
- d. Certify Meeting Notice – Erin Gaffney, Administrator**

“Erin Gaffney certified that the meeting had been legally noticed in accordance with Idaho Code Section 74-204.”

**ii. Action Items -**

- a. Approval of the December Monthly Meeting Minutes – Zach Smith, Chair Changes –**

A motion was made to approve the minutes as presented.

**Moved: Comm Grove      Second: Comm Albert      Passed: Unanimously**

- b. Approval of Monthly Claims – Administrator Gaffney**

A motion was made to approve the monthly claims as presented.

**Moved: Comm Grove      Second: Comm Albert      Passed: Unanimously**

- c. Approval to hire Candy Stevens with Number Crunchers LLC – Action Item**

A motion was made to approve the hiring of Number Crunchers LLC.

The board approved hiring Number Crunchers as the new book keeper with the condition that she cap a fee of getting books up to date at \$1000 and not exceed \$30 an hour.

Moved: Comm Grove

Second: Comm Albert

Passed: Unanimously

**iii. Work Session -**

**a. Review of monthly financial reports – Erin Gaffney, Administrator**

The board reviewed the financials as presented.

**b. Review Draft Annual Report – Erin Gaffney**

Erin did a brief review of the annual report with the board. She asked if anyone had questions or anything to add. There were none.

**c. Discuss Officer Elections –**

Admin Gaffney told the board that they would be electing offices at the March meeting. The board should think on who they would like to nominate, or if people were willing to stay in their positions that is an option as well.

**d. VURA Projects – Moving Forward - Zach Smith, Chair**

No Updates

**e. Administrator Updates – Admin Gaffney**

None

**iv. Adjourn (10:03 AM)**


**A motion was made to adjourn the meeting.**

Moved: Comm Albert

Second: Comm Grove

Passed: Unanimously

Attest:

  
Zach Smith, Chair

  
Erin Gaffney, Secretary

**The next monthly meeting of the VURA Board of Commissioners will be held February 3rd at 9:30 A.M. at WorkFarm/Zoom.**

*Anyone requiring special access consideration must notify the VURA 2 days prior.*