

**MINUTES OF THE VETERANS COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Thursday, March 5, 2026

Commission Meeting: 4:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

The meeting was called to order at 4:02 PM.

ROLL CALL OF COMMISSION MEMBERS

Julie Colangelo: Absent
Ian Cosby: Present
Jim Schrader: Present
Jeffrey Snell: Present
Ray Verbrugge: Present

ADDITIONS OR CORRECTIONS

Chair Cosby moved Agenda Item 3.C., Memorial Day Ceremony, to the top of Unfinished Business.

1. CONSENT CALENDAR **All items on the Consent Calendar are Action Items**
Motion to approve the February 5, 2026 Veterans Commission Meeting Minutes. This motion, made by Schrader and seconded by Snell, Carried.
Julie Colangelo: Absent
Chair Cosby: Yes
Jim Schrader: Yes
Jeffrey Snell: Yes
Ray Verbrugge: Yes
Yes: 4, No: 0, Absent: 1
 - A. Approval of February 5, 2026 Veterans Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)
One visitor, Bob Thackston, gave a brief military background but had no public comments.
3. UNFINISHED BUSINESS
 - A. Veterans Commission Recruitment **(ACTION ITEM)**
Chair Cosby handed out the business cards that Jennifer Arrotta had ordered and stated that Commissioner Schrader was working on recruiting, referencing the visitor Bob who had attended the meeting.
 - B. Establishing Guest Speaker Guidance **(ACTION ITEM)**
Suzanne Cano told the commission that they could bring their own proposal regarding the Guest Speaker Guidance, but it would have to go through administration, and until that happened, the current Guest Speaker Guidance remained in place. Commissioner Verbrugge said they could not use it because they had run out of time, and Cano said they had used it with the Guest Speaker recommended for the Memorial Day Ceremony, and that person had followed the protocol. Chair Cosby said they were supposed to get two more people according to the protocol, and Cano said all that was needed were back-ups in case something happened. Cosby said that was not how the policy was written, and Cano said they could make suggestions and take them back through the channel. Cano

recommended forming a subcommittee to review the guidance, which could meet outside of regular meetings and then bring recommendations back to the commission to pass along to administration. Cosby asked the commission if they had any key points that should be required, and said he could work on drafting it and get with another member. Verbrugge volunteered to be on the subcommittee with Cosby. Vice-Chair Snell made a motion to have Cosby and Verbrugge form a subcommittee to establish Guest Speaker Guidance, Commissioner Schrader seconded the motion, and the motion passed.

Motion for Chair Cosby and Commissioner Verbrugge to form a subcommittee to establish Guest Speaker Guidance. This motion, made by Snell and seconded by Schrader, Carried.

Julie Colangelo: Absent

Ian Cosby: Yes

Jim Schrader: Yes

Jeffrey Snell: Yes

Ray Verbrugge: Yes

Yes: 4, No: 0, Absent: 1

i. Criteria for Selecting a Guest Speaker (ACTION ITEM)

ii. Speech Criteria for Memorial & Veterans Day Ceremonies (ACTION ITEM)

C. Memorial Day Ceremony (ACTION ITEM)

This agenda item was moved to the top of Unfinished Business during Additions and Corrections. Jennifer Arrotta informed the commission that the Submarine Memorial and Laying of the Wreath Ceremony would not be happening this year and may not take place in the future. The commission reviewed the Memorial Day Ceremony program and line-up with Arrotta and Suzanne Cano. Commissioner Schrader played a portion of the Lake City Harmonizers singing, and Schrader made a motion to approve the Lake City Harmonizers to sing the National Anthem at the Memorial Day Ceremony. Chair Cosby seconded the motion, and it passed. The commission also discussed changing the name of the memorial pavers to commemorative bricks and the layout of the Memorial Day Ceremony program with Arrotta and Cano.

Motion to approve the Lake City Harmonizers to sing the National Anthem at the Memorial Day Ceremony. This motion, made by Schrader and seconded by Cosby, Carried.

Julie Colangelo: Absent

Ian Cosby: Yes

Jim Schrader: Yes

Jeffrey Snell: Yes

Ray Verbrugge: Yes

Yes: 4, No: 0, Absent: 1

4. NEW BUSINESS

5. REPORTS

A. City Staff

Chair Cosby said they were supposed to get an updated finance report, and Suzanne Cano told the commission she was working on getting their perpetual fund report, noting she had some problems locating it since the City had switched to a new system. Jennifer Arrotta said she could email the report to the commission once it was found.

B. Chair and Commission Members

Chair Cosby told the commission that he had met with Mayor Davis, IT Admin Michael Drobnock, and the City's IT contractor Kyle Rutley about the Commemorative Brick mapping program, but he had not heard any recent updates from them. Suzanne Cano said that once they reached the point of needing the names for the bricks, they already had a list. Cosby asked what format was used and how it was organized, and Cano and Jennifer Arrotta said it was in Microsoft Excel, listed per installation with information on who purchased each

brick and what was engraved on it. Cosby asked if he could be sent the list, and Cano said it might fall under records, so she would have to check. Commissioner Verbrugge asked whether Rutley's pay for the program was billed separately or absorbed into the City's budget. Cano said Rutley gets paid, but she was unsure if it is budgeted. Chair Cosby clarified that his pay is part of his general contract, and Cano confirmed that he is contracted and not a City employee.

6. **ADJOURNMENT**

The meeting was adjourned at 4:48 p.m.

DRAFT