

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

Thursday, September 3, 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 4:00 PM.

ROLL CALL OF COMMISSION MEMBERS

Ian Cosby: Present
Shelley Holloway: Present
Kyle Jackson: Present
Jim Schrader: Present
Jeffrey Snell: Present
Ray Verbrugge: Absent

ADDITIONS OR CORRECTIONS

1. CONSENT CALENDAR **All items on the Consent Calendar are Action Items**
Motion to approve the July 9, 2026 Veterans Commission Meeting Minutes. This motion, made by Snell and seconded by Jackson, Carried.
Ian Cosby: Yes
Shelley Holloway: Yes
Kyle Jackson: Yes
Jim Schrader: Yes
Jeffrey Snell: Yes
Ray Verbrugge: Absent
Yes: 5, No: 0, Absent: 1
A. Approval of July 9, 2026 Veterans Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)
Visitor Karla Johnston stated that she had applied to join the Veterans Commission and wanted to be involved in the local community. Recreation and Community Events Director Suzanne Cano told the commission that she would be appointed at the next City Council meeting on September 8. Chair Cosby asked Ms. Johnston how she had heard about the commission, and she told him that she had looked up opportunities and discovered the Veterans Commission.
3. UNFINISHED BUSINESS
A. Distinguished Veteran 2026 **(ACTION ITEM)**
Chair Cosby asked if they had received any applications yet and Recreation and Community Events Director Suzanne Cano told him no. Cano mentioned all the places her department had advertised the Distinguished Veteran and that they could also email out the information via Constant Contact. The commission discussed ways to get the word out about the opportunity and commission members shared that they had been getting the word out. Cosby mentioned the video he and a previous commissioner made two years ago about the Distinguished Veteran.
B. Veterans Commission Recruitment **(ACTION ITEM)**

Chair Cosby mentioned that they seemed to be doing well with how many members they had on the commission. Recreation and Community Events Director Suzanne Cano mentioned that they will have seven members at their next meeting, so they will have two spots left. Cosby said they could remove this agenda item from future agendas.

C. Veterans Day Ceremony (ACTION ITEM)

The commission, along with Recreation and Community Events Director Suzanne Cano, went through the Veterans Day Ceremony lineup and confirmed some of the participants in the lineup. The commission discussed bringing backup ideas for if Skyway Elementary School is unable to perform. Commissioner Schrader suggested checking with the Lake City Harmonizers who sang at the Memorial Day Ceremony but would wait to hear if the school was going to do it. The commission discussed the Amazing Grace segment in the lineup and whether Amazing Grace should be played at the Veterans Day Ceremony. The consensus was to change it to be more patriotic, with the conversation leading to possibly doing the first stanza of each branch of the United States Service song, and asking members of each branch to stand during their song. Cano said she would ask Kristin Stafford, who does the Amazing Grace song, if she could do the different song. Cano asked Chair Cosby if he had the script from last year or if he needed her to send it to him. He asked that she send it to him.

The commission discussed the Guest Speaker for the ceremony. Commissioner Holloway said she had a gentleman she knew, Len Crosby, complete the application, and he had emailed it to the City. Cano said the City had had some issues with their emails but would check with their Information Technology (IT) Admin, Michael Drobnock, and, if she didn't find it, would reach out to Holloway. Chair Cosby mentioned that he left a voicemail for a person that he had connected with after Memorial Day who had information on Mat Heyden, a veteran that Hayden was named after and stated that they could be a backup Guest Speaker. Holloway forwarded Mr. Crosby's email to Cano, and she printed the application for the commission to review at this meeting. While the commission waited for Cano to print the application, Chair Cosby asked if the members knew of any conflicting events that were happening at the same time as the Memorial Day Ceremony does have conflicting events, and the commission discussed this. The commission reviewed the application from Mr. Crosby and considered him for Guest Speaker. Mr. Crosby did not include the context of the speech in his application.

Motion to recommend Len Crosby for the 2026 Veterans Day Ceremony Guest Speaker. This motion, made by Schrader and seconded by Jackson, Carried.

Ian Cosby: Yes
Shelley Holloway: Yes
Kyle Jackson: Yes
Jim Schrader: Yes
Jeffrey Snell: Yes
Ray Verbrugge: Absent
Yes: 5, No: 0, Absent: 1

D. Veterans Commission Standard Operating Procedures Approval (ACTION ITEM)

Chair Cosby said he would send Recreation and Community Events Director Suzanne Cano the final Standard Operating Procedures (SOP) for her to present to City Council for adoption by resolution. Cosby said they could remove this agenda item from future agendas.

E. Discussion Regarding Ways to Honor Thomas (Tommy) Norris (ACTION ITEM)

Matthew Roetter had asked the commission at a previous meeting to look into ways to honor local veteran and Medal of Honor recipient Thomas (Tommy) Norris. Chair Cosby read information found on Wikipedia about Mr. Norris. Recreation and Community Events Director Suzanne Cano shared that previous commissions had attempted to recognize him and he declined each time. Commissioner Jackson found information from a news article that he is one of two Medal of Honor recipients living in Idaho. Commissioner Schrader said

he thought he should be recognized since he lives in the area, and he noted that he thought Mr. Roetter had mentioned honoring him by naming a city park or street after Mr. Norris. Cano asked City Clerk Abbi Sanchez if this would fall under the Veterans Commission and Sanchez explained that it would be for the purpose of recognizing and honoring veterans, and she explained how they could go about recommending something to City Council. Cosby expressed a need for more information about the impact or correlation between Mr. Norris and the local community before recognizing or naming something after him. Jackson mentioned that the news article mentioned that a portion of Highway 3 is named after him and other local veterans. The commission decided to discuss this more at next month's meeting to allow members more time to research Mr. Norris in order to make a more informed decision. Jackson said he would take on that task. Cano stated she would go back to the minutes from the meeting that Mr. Roetter was at or listen to the audio from that meeting.

4. NEW BUSINESS

A. Budget Report (ACTION ITEM)

Recreation and Community Events Director Suzanne Cano told the commission that they had \$434.58 remaining for the end of the fiscal year, which is September 30. The commission decided to spend their remaining amount on: non-polyester polos and hats with the Veterans Commission logo, name tags, Friday Night Frights Trunk or Treat Event supplies, Memorial and Veterans Day Ceremony supplies, and blank plaques.

Motion to approve expenditure of remaining budget as discussed. This motion, made by Schrader and seconded by Holloway, Carried.

Chair Cosby: Yes

Shelley Holloway: Yes

Kyle Jackson: Yes

Jim Schrader: Yes

Jeffrey Snell: Yes

Ray Verbrugge: Absent

Yes: 5, No: 0, Absent: 1

B. Friday Night Frights (ACTION ITEM)

The commission decided to participate in the Friday Night Frights Trunk or Treat Event. Commissioner Holloway and Karla Jonston, who was going to be appointed to the commission at the next City Council meeting, volunteered to do it.

5. REPORTS

A. City Staff

There was nothing to report.

B. Chair and Commission Members

There was nothing to report.

6. ADJOURNMENT

The meeting was adjourned at 5:14 p.m.

Isabelle White, Clerk