

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

Thursday, February 5, 2026

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

**CALL TO ORDER
ROLL CALL OF COUNCIL MEMBERS
PLEDGE OF ALLEGIANCE
ADDITIONS OR CORRECTIONS**

1. **CONSENT CALENDAR** *All items on the Consent Calendar are Action Items*
 - A. Approval of the December 4, 2025 Veterans Commission Meeting Minutes

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

Thursday, December 4, 2025

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 4:05 PM.

ROLL CALL OF COMMISSION MEMBERS

Julie Colangelo: Present
Chair Cosby: 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 November 6, 2025 Veterans Commission Meeting Minutes. This motion, made by Snell and seconded by Colangelo, Carried.
Julie Colangelo: Yes
Chair Cosby: Yes
Jeffrey Snell: Yes
Ray Verbrugge: Absent
Yes: 3, No: 0, Absent: 1
A. Approval of the November 6, 2025 Veterans Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)
One visitor, no comment.
3. UNFINISHED BUSINESS
 - A. Veterans Commission Recruitment **(ACTION ITEM)**
Chair Cosby stated that the commission would have a new member, the visitor who attended the meeting. Vice-Chair Snell said he had someone who was planning to attend the meeting but did not make it and was interested in joining. Commissioner Colangelo said the two people she had been considering were probably not going to join because they had too much going on but that she would continue looking.
 - B. Veterans Day Ceremony **(ACTION ITEM)**
The commission discussed what went well and what did not at the Veterans Day Ceremony. They discussed the idea of filming the ceremony as well as rehearsing the chorus and bucket drummers beforehand.
 - C. Establishing Guest Speaker Guidance **(ACTION ITEM)**
Chair Cosby provided background on why the guest speaker criteria had been added to the commission's Standard Operating Procedures. This agenda item was tabled until the next meeting.
 - i. Criteria for Selecting a Guest Speaker **(ACTION ITEM)**
 - ii. Speech Criteria for Memorial & Veterans Day Ceremonies **(ACTION ITEM)**
4. NEW BUSINESS
 - A. 2026 Meeting Calendar **(ACTION ITEM)**

The commission discussed and approved the 2026 meeting calendar.

Motion to approve the 2026 Meeting Calendar as proposed. This motion, made by Snell and seconded by Colangelo, Carried.

Julie Colangelo: Yes

Chair Cosby: Yes

Jeffrey Snell: Yes

Ray Verbrugge: Absent

Yes: 3, No: 0, Absent: 1

- B. Commission's In-Person Report to Council
The commission's clerk informed Chair Cosby of the date for the in-person report but said she would need to confirm it and would email the commission once verified. Cosby stated that he would not be available on the date given, and the clerk said that Vice-Chair Snell could present the report if necessary.
 - C. Memorial Day Ceremony (ACTION ITEM)
The commission reviewed the Memorial Day Ceremony line-up with Jennifer Arrotta and discussed potential individuals to include in the line-up.
5. REPORTS
- A. City Staff
Jennifer Arrotta told the commission that City Clerk Abbi Sanchez had reached out to the company they usually purchased business cards from. She stated that even if the clerk did not receive a response, the cards would still be ordered by the first of the year.
 - B. Chair and Commission Members
6. ADJOURNMENT
Adjourned at 5:00 p.m.

Isabelle White, Clerk

2. **VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)**
3. **UNFINISHED BUSINESS**
 - A. Veterans Commission Recruitment (ACTION ITEM)
 - B. Establishing Guest Speaker Guidance (ACTION ITEM)
 - 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)
4. **NEW BUSINESS**
 - A. Election of Chair (ACTION ITEM)
 - B. Election of Vice-Chair (ACTION ITEM)
 - C. Budget Report

DEPARTMENT EXPENSE SUMMARY REPORT FOR CITY OF HAYDEN

VETERANS COMMISSION

Balance As Of 1/31/2026

GL Number	Description	25-26 Amended Budget	Current Month Activity	YTD Activity	Available Balance % Bdgt	Used	Encumbered YTD 12/31/2025
Fund: 110 GENERAL FUND							
Department: 111 GEN-MYR OPERATING & ADMINISTRATIVE							
Account Category: Expenditures							
110-111-58008	VETERANS COMMISSION	1,000.00	0.00	279.46	720.54	28%	0.00
	Expenditures	0.00	0.00	0.00	0.00		0.00
Total Dept 111 - GEN-MYR OPERATING & ADMINISTRATIVE		1,000.00	0.00	279.46	720.54	28%	0.00

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Expenses:	Postage to mail Veterans Day invitations	\$132.46
	Distinguished Vet & Thank You Plaques	\$111.00
	New Members' Name Plates (2)	\$36.00
		<u>\$279.46</u>

- D. City Hall Flag Drop off Box (ACTION ITEM)
- 5. **REPORTS**
 - A. City Staff
 - B. Chair and Commission Members
- 6. **ADJOURNMENT**