

**Downtown Boone Development Association
Regular Board of Directors Meeting – February 14, 2017
8:30 am – Jones House Cultural and Community Center**

Board Members present: Monica Caruso, Alex Hooker, Mike O'Connor, Chris Grasinger, Sam Parker, Anna Roseman, Tucker Deal, Kendra Sink, Dave Walker (left at 9), and Colton Lenz

Ex-Officios present: Lynne Mason

Staff present: Virginia Falck, Glen Kornhauser, and Pilar Fotta

Handouts: Agenda, Revenue & Expenditure, Statement of Financial position, January minutes, DBDA Bylaws, DBDA Mission Statement – old and proposed on one sheet, Wren's Nest Landscaping quote, 2017 Events, Mosca Design Snowflakes quote, and Eckerts Labor Saver Baskets & Accessories Greenhouse Growers quote

GENERAL BUSINESS

Call to order at 8:37 am without a quorum; at 8:50 am with a quorum

APPROVAL OF AGENDA

At 8:50 am, Chris made a motion to approve the agenda and Dave seconded it. All voted in favor.

APPROVAL OF JANUARY MINUTES AND FINANCIALS

Kendra made a motion to approve the January minutes, Chris seconded. All voted in favor.

Kendra made a motion to approve the February statement of position and monthly expenditures, Chris seconded. All voted in favor.

ORGANIZATION

Bylaws correction: Regarding the signing of checks, if the amount is under \$500 the check can be signed by officer, if the amount is over \$500 then two officer signatures are required. Chris made a motion to accept this slight change, Dave seconded it. All voted in favor.

MISSION STATEMENT REVISION

Dave made a motion to accept the new revised mission statement, Sam seconded it. All voted in favor.

PROMOTION

Approval of 2017 Events

Chris made a motion to accept the 2017 events, Kendra seconded it. All voted in favor.

Website Revisions

Two proposals for website revision will be brought to the board in March.

Funds are available in the Professional Services and other line items to do this; up to \$5000 for this year and later next year.

Downtown Photographer

Virginia will use local photographer Todd Bush for the Eggstravaganza, May First Friday, and the Doc Watson Day with the intention of moving forward with more photography projects in fiscal year 2017 – 2018.

FINIANCIALS

Request for Approval for funding of new downtown winter snowflakes

Virginia provide the board with a quote from Mosca Designs for 22 silhouette snowflakes with warm white LED bulbs; the quote is good through the month of February. Tucker made a motion to approve expenditures for new snowflakes, Sam seconded it. All voted in favor.

A discussion ensued about Christmas decorations. Lynne suggested to bring ideas regarding how to decorate downtown and she could bring them to council. She thought that the manpower could be found regarding installations. Kendra volunteered to call a couple of main streets to see what they do.

It was suggested that we form a Christmas committee to discuss ideas, likes and dislikes. We could send a survey with 2-3 choices for businesses to get their input. The committee will consist of Glen, Sam, Kendra, Monica, and Lynne.

Request for Approval for funding for downtown street /sidewalk light baskets

Virginia provided the board with a quote from Eckerts for 16 weekender hanging baskets and the same number of hoop basket holders. Chris made a motion to approve expenditures for additional baskets, Kendra seconded it. All voted in favor.

Request for Approval for funding for seasonal plants and flowers

Virginia presented a quote for seasonal plants and flowers from Wren's Nest Landscaping. Alex made a motion to approval expenditures for plants and flowers, Sam seconded it. All voted in favor.

The snowflakes, baskets, and flowers will come out of the MSD project budget line item.

Request for Approval for increase in Public Art Honorarium

Kendra made a motion to increase the public art honorarium to \$1000, Chris seconded it. All voted in favor. This comes out of the Community Appearance budget line item.

Other Business, Comments, or Concerns

Glen mentioned that the security cameras have been doing well, graffiti has disappeared now and they have logged in 7-0 on shoplifting cases.

The meeting adjourned at 9:30 am