

Downtown Boone Development Association

Regular Board of Directors Meeting – December 13, 2016

8:30 am – Jones House Cultural and Community Center

Board Members present: Monica Caruso, Tucker Deal, Alex Hooker, Angela Kelly, Mike O'Connor, Sam Parker, Anna Roseman, Kendra Sink, and Dave Walker

Board Members absent: John Bond, Chris Grasinger, and Colton Lenz

Ex-Officios present: Loretta Clawson and Lynne Mason

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

Guests present: Mark Freed

Handouts: December Agenda, Revenue & Expenditure sheet, Statement of Financial position, November minutes, DBDA Bylaws

General Business

- Call to Order: Virginia called the meeting to order at 8:40 am
- Approval of December Agenda: Angela made a motion to approve the agenda and Sam seconded it; all voted in favor.
- Alex made a motion to approve the November minutes, and Kendra seconded it; all voted in favor.

Virginia talked about the Town of Boone budget and the Municipal Service District budgets; an additional 10,000 brochures were printed – this expense would come out of the advertising budget line item.

- Approval of December Statement of Position and Monthly Expenditures; Tucker made a motion to approve the November minutes, and Sam seconded it; all voted in favor.

Organization

- Welcome to new board member Dave Walker, who is fulfilling the remainder of Jaime Goodman's board term. Dave works with Blue Ridge Women in Agriculture and Ascent Business Network.
- Proposed Bylaws Amendments - Virginia went over a few changes in the bylaws that were suggested during the November board meeting.

In Article V, Section 3, the underlined portion was added... *A former board member may be reappointed if a period of one year has passed since the conclusion of their second board term. ("conclusion" used and "termination" removed)*

Under Article IV, section 5, the underlined portion was added...*Any expenditure not approved by the MSD or DBDA annual budgets over \$500 shall be brought to the Board of Directors for consideration and possible approval.*

Kendra made a motion to accept these changes and Sam seconded it. All voted in favor.

Design

- Veteran's Memorial Project

This may break ground in the spring of 2018; fundraising has begun.

- Reconvening of Design Committee – Review of Façade Grants

Angela, David and Kendra volunteered to be on this committee. Virginia will be emailing them today.

Promotion

- Christmas Window Display Contest - the winner will be announced soon; thanks to Kendra for her support with this project

Financial

- Completed 2015-2016 audit – please take a copy
- Mark Freed – update of public art music program

Mark talked about how the program acquired instruments and used them for music lesson and/or Thursday night jam sessions. The rental income goes back into the Public Art Music operating account. It was mentioned that perhaps we could create an instrument rental policy/program with a mission statement; it would state the purpose and where excess or specific funds would be allocated.

Alex made a motion to create a policy and Angela seconded it; all voted in favor.

- Winter Budget Retreat: Please email Virginia as to your preference; Tuesday, January 24th or 31st
- **Other Business, Comments, or Concerns**

The meeting adjourned at 9:30 am