



**Board Meeting
January 31, 2017
Community Development**

Happy 34th Birthday to Courtney!

Present: Beeg Johnson (president), Mike Cannon (vice president), Vikky Ross (treasurer), Michelle Witthaus, Kaeli Dry, Wendy Price, Joe Strohmaier, Scott Trotter, Jim Kleeburg, Jonelle McCoy (secretary)

Not Present:

Excused: Angela Brooks

Guest: None

Staff: Courtney Kramer (Executive Director)

I. CALL TO ORDER by Beeg, 4:05pm

II. CONSENT AGENDA

a. Call for motion to postpone approval of the December minutes – Vikky so moves, Scott seconded the motion. All in favor – all, opposed – none. **Motion passed.**

b. Call for motion to approve Consent Agenda Items B & C (Executive Director Report & Committee Reports) – Vikky so moves, Mike seconded the motion. All in favor – all, opposed – none. **Motion passed.**

III. PUBLIC COMMENTS – none at this time.

IV. SPECIAL PRESENTATION – none at this time

V. OLD BUSINESS

a. **Adoption of financial reports from treasurer.** Zen Psychic readers closed, Vikky thinks they have moved on to other business. We will be down about \$1,300 at the end of the year due to writing off John Roy & Associates and other uncollectable dues. Courtney would like the official record to reflect she is not comfortable with where the financials ended for 2016 and she plans to keep a much tighter eye on expenses in 2017. (Price is Right was \$4,000 down, travel expenses were higher, adding staff added technology expense, and advertising trade is now asking for matching funds – this was the approach for Small Business Saturday and it garnered a lot of positive feedback from media partners). 142% increase in foot traffic and 35% increase in sales in another small business.

Motion to approval December 2016 and January 2017 financials by Vikky and seconded by Mike Cannon. All in favor – all, opposed – none. **Motion passed.**

b. **BDL 2017 Price is Right Downtown** We are doing well on table sales, Board need to let Courtney know whether they have sold their tables by Tuesday 2/7.



i. Prizes – Global Travel has priced out 4 potential packages all valued around \$800-900 wholesale based on leaving the first week of May. They are flexible with their packages if the winner wants to add on.

ii. Big ask for Board Members – can you volunteer to run one of the cocktail games? Beeg enjoys doing the card sales, Mike, Joe and Vikky are willing to help where needed and Jonelle asks to be reserve as she has her own annual fundraiser during the day. Courtney will bug individuals moving forward.

c. Courtney didn't see a scheduled committee leadership roundtable. Courtney is proposing the 2nd Tuesday of the 2nd month of each quarter at 2pm. Meeting will be held at the BDL office.

d. Approval of ME Signature of Hot August Nights contract. Courtney has worked with Ben from Pacific Empire to tackle the issues of taking away tickets that were provided by PER to car show participants without replacing the value of the ticket to car show participants as well as the \$750 from every sponsor – specifically major sponsors. This leaves us vulnerable to a loophole where if they do not have major sponsors we would not receive funds. Because of these issues and the risk of loss we'd like to move forward in asking for a minimum for our participation and coordination as a partner. Courtney recommends asking \$4,000 as a minimum. There's a no compete agreement that says we cannot have a car show within 6 weeks before or after the Hot August Nights event.

i. The board directs Courtney to have Ed Litteneker (lawyer) look at the contract and advise whether we will be held to the 6-week timeframe.

ii. Mike Haynes of the Diamond Shop felt the car show went very well and is excited for 2017's event and plans to stay open until 10pm.

VI. NEW BUSINESSES

a. City Employee Disclosure Statement. The board needs to give approval of Courtney's signature on Beeg's signature on a contract with the City of Lewiston. It has been vetted with Ed Litteneker. Beeg needs to disclose that he is a City of Lewiston employee but does not have daily oversight of these funds. Beeg enters a motion to approve the disclosure. Michelle moved and Vikky seconded. All in favor – all, opposed – none. **Motion passed.**

b. Courtney would like to know how best to communicate the return on investment the city is making by designating funds for BDL.

c. Request from Port of Clarkston for funds for cruise boat area. Cruise boats land at the Port of Clarkston and the docking space is not very attractive and wasn't built with cruise boats in mind. The Port of Clarkston is asking everyone who has a stake in tourism to put funds toward its improvement. They are asking for \$20,000 now. Courtney would recommend the board direct her to get more information before moving forward in discussing funding. Michelle notes there is not a clear plan for improving the docking space.



i. Board agrees to direct Courtney to seek more information and whether it is ethical/legal for BDL to be giving funds across state lines that may have come from the City of Lewiston.

VII. GOOD OF THE ORDER

a. Vikky is suggesting we get a list of responses about the Columbia River Scoping Study. For example, "Will the levies be removed once the dams are removed?" "What will the physical structure of the river look like?" "How long will projects take and will they affect the downtown?" The last public comments are being accepted Tuesday 2/7/17.

b. Beeg announces Joe is stepping down from the board. Joe has been a member of the board 7 years! Thank you for serving with us, we'll miss you Joe.

c. Courtney and Vikky participated in the Liberty Theater's strategic planning document Deb Smith with CEDA last Saturday 1/28/17. Their target for opening again is 2020.

d. Courtney advises us - if you can go to the CEDA lunch, go to the CEDA lunch! That's in April.

e. Inland Northwest Partners meeting will be in June which aligns with our annual meeting.

Adjourned at 5:35pm.