



Beautiful Downtown Lewiston

Board of Directors

Agenda for November 1, 2017 BDL Board Meeting

Bell Building | 215 D Street | Upstairs Conference Room | 4- 5:00 PM

Creating a vital, inviting downtown district in Lewiston which promotes quality business, cultural and community growth.

Board of Directors Present: Johnson (President), Cannon (Vice President), McCoy (Secretary), Brooks ABSENT, Trotter ABSENT, Dry, Price ABSENT, Witthaus, Willett, Tucker ABSENT, Anderson

I. CALL TO ORDER 4:03pm AND WELCOME OF INVITED GUESTS

II. CONSENT AGENDA:

a. [Executive Director Report](#)

i. [Intern through December 31](#)

ii. [Membership Development Report](#)

iii. [Downtown Master Plan Project Management outline](#)

b. Committee Reports

i. [Organization](#): Next Meeting- Tuesday, November 21, 4pm @ NW Media

ii. [Design](#): Next Meeting- Thursday, November 9, 8:30am @ Blue Lantern

iii. [Economic Vitality](#): Next Meeting- Tuesday, November 28, 4pm @ Century 21 Price Right

iv. [Promotions](#): TBD

Approval of consent agenda moved by Dry and seconded by Willett. All in favor – all.

III. SPECIAL PRESENTATIONS

a. Planning and Zoning Commission Recruitment, Joel Plaskon & Carol Mauer

Carol and Joel are recruiting new members for City of Lewiston's Planning & Zoning Commission. The majority of their current members will be retiring at the end of this year. Planning & Zoning makes recommendations to the city about land use matters and operate under authorities granted by the City Council. It's a 7-member commission and 6 are expected to retire. Application deadline is the end of November; members will be selected by a sub-committee of the city council.

IV. PUBLIC COMMENT – none at this time.

V. OLD BUSINESS

a. [Financials](#) – Executive Director notes that we will still collect funds between now and then end of the fiscal year, and that although we can still increase profit from events like Pumpkin Palooza finances are further in the black than she anticipated. Vicki Hites-Ross and Courtney have both been over the books more than once to determine what the unexpected funds might be, and it seems to be several factors including not going into debt on some first-time events (like Restaurant Week) that have been rescheduled for 2018. For the specific numbers refer to the ED's financial report, numbers in red are

estimates until the end of the year. Moved to adopt by McCoy, Dry seconded. All in favor. Motion passes.

- b. [2018-2019 Adoption of BDL Organization Strategic Plan](#) – tabled until December meeting.
- c. [Discussion of 2018 Budget](#) – our budget sets our priority and reflects what we value. Membership increases are up for discussion, general board consensus is the increases are in fact outweighed by the value added to what will now be guaranteed as part of membership (ie no host fees for participation in events like Art Walk, etc). With membership increases on the table we are looking at the rest of proposed pieces of Budget Draft 4. BDL is currently using space at the Plaza Hotel, Image Design and their own office for storage of event supplies and it has caused confusion and frustration. This will present greater overhead.
 - i. [Authorization of reserves spending at end of 2017](#) – motion to approve expenditures of Go Pro, CRM system, and website moved by Dry and seconded by Anderson. All in favor; Witthaus abstained.
- d. [Discussion and potential adoption of membership resolution for 2018](#) – delayed to December meeting.

VI. New Business

- a. Board member recruitment for 2018 election
 - i. Include board membership info
- b. Election of officers at December meeting

VII. Good of the Order

Thank you for assistance on Pumpkin Palooza!

Thank you to Ed Litteneker

Adjournment 5:07pm