



Beautiful Downtown Lewiston  
Board of Directors

Agenda for December 5, 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: Johnson (President), Cannon (Vice President), McCoy (Secretary), Brooks ABSENT, Trotter (Past President), Dry, Price, Witthaus, Willett, Anderson ABSENT

- I. CALL TO ORDER 4:03pm AND WELCOME OF INVITED GUESTS
  - a. Jennifer Douglass, Douglass Law Firm – has taken over Ed Litteneker’s law firm.
- II. CONSENT AGENDA: **Price move to adopt, Trotter seconds, all in favor – all, all opposed – none.**
  - a. [Adoption of Minutes:](#)
    - i. August 1, 2017, August 30, 2017, September 12, 2017, October 3, 2017 Board meeting
  - b. [Adoption of 2018-2019 Work Plan](#)
  - c. [Adoption of 2018 Membership Resolution](#)
  - d. [Adoption of 2018 Sponsorship Resolution](#)
  - e. [Executive Director Report](#)
  - f. Committee Reports
    - i. [Organization:](#) Next Committee Meeting December 19, 4 PM @ NW Media
    - ii. [Design:](#) Next Committee Meeting December 14, 8:30 AM @ Blue Lantern
    - iii. [Economic Vitality:](#) Next Committee Meeting January 3, 4pm @ Century 21
    - iv. [Promotions:](#) Next Committee Meeting December 8, 10am @ 4<sup>th</sup> Wall Art Gallery
- III. SPECIAL PRESENTATIONS - none
- IV. PUBLIC COMMENT - none
- V. OLD BUSINESS
  - a. [Financials](#) – President Beeg, VP Cannon and ED Kramer met to go over the 2017 financials because in digging through CK noted the membership revenue was miscalculated (counting memberships in-trade as cash), sponsorships also fell short – covering expenses but not generating revenue, and the lack of anticipated funds from the City of Lewiston reimbursing \$9,850 for the pilot parking project. In winter 2017, BDL purchased a second Price is Right prize but wasn’t billed for the prize until it was booked in November. De facto, BDL is looking at a loss of an estimated \$22,000. BDL still has roughly \$50,000 in assets even without the \$9,850. The question before us is what do we want 2018’s budget to look like and do we want to plan to recoup some of the \$9,850 we pulled out of savings from next year’s budget? **Move to reconcile Quickbooks to reflect \$9,850 transfer by Price seconded by Dry. All in favor – all, all opposed – none. McCoy moves to adopt December financials, Willet seconds. All in favor – all, all opposed – none.**
  - b. [Adoption of 2018 budget](#) – ED recommends putting away savings, if that is the board’s direction, at the end of each quarter which aligns with membership income. The board is recommending Courtney go

back to the finance committee to re-examine the estimated growth, i.e. one event will go from a 2017 income of roughly \$4,000 to a 2018 estimated income of \$11,000 – why? **Motion to table adoption of 2018 budget moved by Price, seconded by Dry. All in favor – all, all opposed – nay.**

VI. New Business

VII. [Price is Right Downtown](#) – ED is looking for more members on the planning committee for this event, especially folks who have relationships with potential sponsors as her contacts are mostly in property. ED is asking board to brainstorm potential prize donations. **McCoy moves to table the rest of the agenda, Dry seconds. All in favor – all, all opposed – nay.**

a. [Election of officers](#)

b. [Board member recruitment for 2018 election](#)

VIII. Good of the Order

Reading assignment: Main Street Refresh

Port of Lewiston Holiday Open House: Thursday, December 15, 3-5 PM, Port of Lewiston offices

Jim Bennett Retirement celebration: Thursday, December 28, 2-4 PM, 2<sup>nd</sup> floor of the Library

IX. Adjournment