

February 22nd 2017, Rectangle Gallery

CDA Board Members in Attendance

- President: Teva Youngblood
- Vice President: Jan Nontell
- Secretary: Amanda Hanson
- Treasurer: Lauri O'brien
- Member at Large: Jake McGhie
- Member at Large: Tory Graf
- Member at Large: Holly Phelps
- Merchant Ambassador: Travis Pollanz

Excused Not in Attendance

- Merchant Ambassador: Barb Salewsky

Call to Order

Meeting called to order at 6:00pm

Approval of Agenda

Travis makes a motion to approve the agenda as written, Jake seconds, unanimous.

Reading and Approval of Meeting Minutes

Jake makes a motion to approve, and amend the minutes striking out the late attendance, Lauri seconds, unanimous.

President's Report

Notice with Washington Mainstreet, we are not in compliance, because we do not have a paid Executive Director. We need to have one, or show that we are making progress towards having one, by May 17th.

The Department of Revenue will take all of our B&O tax money back, if we do not meet compliance.

Travis:

- Working with Work-source, to try and find funds that we can use to allocate towards an ED
- Also speaking with the college about available funds through the Bachelor of Science Finance Managing program. (School to work program)

Max: Would like to see the City help provide funding to the Downtown Organization.

Olympia Downtown Association just hired a new ED they need to be reached out to for information.

The city of Chehalis pays a full time administrative assistant to work their Downtown Association. 50% of the assistant's salary goes to the part-time ED. Chehalis is still on probation, and they will be reaching out to us.

Teva is writing our annual report (which is an ED function) almost 100% of our funds this year is coming from the B&O.

Barb and Travis have a personal goal of us having 100 members (Current member count is 21)

The CDA should consider attending the next City Council meeting after getting information together on “how an Executive Director helps a Downtown Organization”

Vice President's Report

N/A

Secretary's Report

N/A

Treasurer's Report

Current balance is \$65,544.47

34 flower baskets sold so far, \$2,385.18

21 members \$1,718.60

Lauri included Pioneer West Flower Basket Proposal, they have been paid \$3,000

Change membership raffle to drawing on Income (Deposit)

Organization Report

Tory makes a motion to move forward on hiring an Executive Director, Jan seconds, unanimous.

(Organization Workshop notes provided)

Grammatical, organizational changes and proposed bi-law changes.

New addition to the bi-laws Article 11 Discipline

Jan moves to adopt the bi-laws, Tory seconds, discussion

Article 10 section D

Teva: Email voting is not transparent, when the public is not available to observe.

Jake: Agrees that we should not allow email voting in the bi-laws, there are legal requirements to make purposes of the board adequate. Emailed votes have to be redone at a regular board meeting and written in the minutes.

Striking it

Article 8 section G

A director may be removed by a vote of 75% of the Board members

Travis: The possible parameters of injustice to the regular members, the board of the directors superseding.

Jake: There needs to be a way to remove board member

Setting parameters to prevent Kangaroo Court

Article 11 section A and B

(Brief) Charges against any Director shall be held in hearings, leading up to a two-thirds vote by the Members present.

Article 8 section G

A Director may be removed by a vote of 75% of the Board members

Jake makes a motion to table the approval of the bi-laws, Holly seconds, unanimous

Promotion Report

March 17th ad \$1,500 (May to June run time)

Ideas for packages that could be mentioned in the ad, to get local places involved.

Tory is looking into meeting with Dale Pullman with the Sports Hub.

Jan, the CDA should be receiving \$26,000 for 360 tour, \$8,000 for George Washington, none for General Promotions.

You will have to be a member of the CDA to have your business in the 360 degree tour.

Design Report

April 23rd Sunday, cleaning up the downtown.

Dedication of the flower baskets is the week before Mother's day, Saturday May 6th

Bethel Church (Check to see if they can offer help, and ask them about problems with sidewalk cleaning in the past)

Economic Vitality Report

N/A

Merchant Ambassador's Report

Having Block Captains responsible for soliciting, or passing out information, to businesses.

Start with members on each block, and see who is the most reliable, and willing to help out.

Crime prevention classes, Travis has been in contact with Centralia PD, 2 hour presentations, it has been well received by the community so far.

Provide Officer Slotnic several possible dates for a workshop.

March class, every board member send a recommendation for 2 dates.

Businesses that we need to draw in and have reengaged - reach out to your network – and engage them in what the CDA is succeeding at.

Barb has compiled a list of business who have promised to purchase a basket.

If business owners do not have the available funds, try asking the building owners

Reach out to banks for volunteers.

Item's not Associated with the Agenda

N/A

Old Businesses

N/A

New Businesses

Welcoming New member, Sarah, who will be volunteering for promotions and merchant ambassadors.

The new signers for the CDA checking account are the following: Teva Youngblood, Jan Nontell and Lauri O'Brien. Jake McGhie is to be removed from the signature card.

Next meeting March 20th 6:00pm at the Rectangle Gallery.

Adjournment

Amanda makes a motion to adjourn the meeting, Holly seconds, unanimous, meeting adjourned at 7:32pm