



## MINUTES

### ADA/BID Board Joint Meeting

January 18, 2018 @ 12:00 PM in the Workshop Learning Lab

**Present: Josh, Andy, Heath, Scott, Kelli, Spencer, Matt, Shelley, Lisa, Craig**

**Absent: Luke, Meg**

**Guest(s): David Bunsness**

#### I. Welcome/Call to Order

- a. President Matt called the meeting to order.
- b. Matt welcomed David Bunsness

#### II. Approval of Minutes

- a. Shelley presented the November 15, 2017 minutes as drafted by Kelli.
- b. **Motion by Lisa “To accept the minutes as presented”, seconded by Craig. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**

#### III. Financial Review

- a. October BID & Façade financials
  - i. Kelli reviewed the corrections made to the October BID & Façade financials.
  - ii. On the balance sheet, the streetscape amount was corrected based on the original amount spent.
  - iii. Payment one of two made in 2017 by the city towards the streetscape project was reflected on both the balance sheet and the P&L.
  - iv. **Motion by Josh “To accept the BID’s October Financials as presented”, second by Scott. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
- b. November ADA & Façade financials
  - i. \$10K was transferred in from BID as approved to cover expenses.
  - ii. The city has been invoiced for the last check from promotional funds.
  - iii. **Motion by Scott “To accept the ADA’s November Financials as presented”, second by Andy. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
- c. November BID & Façade financials
  - i. Kelli reviewed the November P&L and Balance Sheet for the BID and the façade account.
  - ii. A BID assessment check was received.
  - iii. \$10K was transferred out to ADA as approved, to cover expenses.
  - iv. **Motion by Heath “To accept the BID’s November Financials as presented”, second by Craig. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
- d. December ADA & Façade financials
  - i. \$35K from the Parking Board was written to the BID instead of the ADA so transferred in.
  - ii. \$30K transferred from BID to ADA to cover expenses.
  - iii. Final city check for \$25K received.

- iv. **Motion by Heath “To accept the ADA’s November Financials as presented”, second by Scott. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
- e. December BID financials
  - i. \$35K from the Parking Board was written to the BID instead of the ADA so transferred in.
  - ii. \$30K transferred from BID to ADA to cover expenses.
  - iii. December payment from the city on the Streetscape project reflected.
  - iv. **Motion by Heath “To split the city’s promotional funds for 2018 with \$75K to the ADA and \$25K to the BID”, second by Spencer. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
  - v. **Motion by Scott “To accept the ADA’s November Financials as presented”, second by Heath. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**

**IV. Resolution on behalf of the BID/ADA**

- a. Shelley to draft a resolution stating our desire for the the Chamber and CVB to remain downtown.

**V. Opportunity for Green Space**

- a. **Motion by Heath “To use streetscape funding to lease the green space adjacent to the Chow Main building”, second by Spencer. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**

**VI. Executive Update**

- a. **Motion by Heath “To spend up to \$2500 in marketing in preparation of making it to the top 5 of the SBR and an additional \$1500 if Aberdeen makes the top 5”, second by Craig. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
- b. Concert dates set for next year – 6/14, 7/12, 8/9
- c. Shelley reviewed the presentation she shared with the City Council recapping 2017.
- d. Shelley will connect with all potential ADA members for 2018 in lieu of sending a letter.

**VII. Website Bid**

- a. Kelli reviewed the bid from Production Monkeys.
- b. McQuillen Creative will be given the opportunity to put in a bid before a decision is made on the vendor of choice.

**VIII. Adjournment**

- a. With no new business, President Matt declared the BID and ADA boards adjourned at 1:45 PM.