



## MINUTES

### ADA/BID Board Joint Meeting

May 9, 2017 @ 12:00 PM in the Workshop Learning Lab

**Present: Luke, Josh, Lisa, Craig, Andy, Heath, Kelli, Shelley, Matt, Mike Bockorny and guests: Randy Grismer and Taylor Melius. Absent: Megan**

#### **I. Welcome/Call to Order**

- a. President Matt called the meeting to order.
- b. Randy Grismer joined officially as a guest and introduced his guest, Taylor Melius, a NSU student who had been interning with Randy at the Ramkota, and assisting with the ADA, and will be soon interning with Eide Bailly.

#### **II. Approval of Minutes**

- a. Shelley presented the April 4, 2017 minutes as drafted by Randy.
- b. **Motion by Heath “To accept the minutes as presented”, seconded by Luke, Motion carried.**

#### **III. Financial Review**

- a. February financials
  - i. Randy reviewed the February P&L and Balance Sheet for the ADA as well as the February P&L and Balance Sheet for the BID.
  - ii. Randy confirmed the funds allocated for the Art on Main had been officially transferred to the Aberdeen Area Arts Council.
- b. March financials
  - i. Randy reviewed the March P&L, Balance Sheet and bank statement for the ADA, the P&L, Balance Sheet and bank statement for the BID and the bank statement for the façade account.
  - ii. Randy reminded the board that \$12,500 was deposited into the ADA account that belongs in the BID account and the board may want to consider moving it.
  - iii. Randy reminded the board that \$25,000 was deposited into the façade account that belongs in the BID account and the board may want to consider moving it.
  - iv. Randy confirmed any old receivables from 2012, 2013 and 2014 were written off as bad debt and no longer appear on the financials.
  - v. Matt suggested the board consider converting the BID money market to a checking or savings account to avoid the maintenance fee. Additional research will need to be done to determine the best option.

- c. **Motion by Luke “To accept the ADA’s February and March Financials as presented”, second by Josh. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**
- d. **Motion by Craig “To accept the BID and Façade’s February and March Financials as presented”, second by Heath. With no further discussion, President Matt called for a vote, all present voted “Aye”. Motion carried.**

**IV. Bank Account Signature Cards for new Officers and Executive Director**

- a. All necessary paperwork is ready at Dacotah Bank and will need to be signed by Matt, Heath, Josh, Kelli, Shelley and Rich Galbraith of RAM.

**V. Review of Board Term Limits**

- a. Randy reviewed the term limits and other requirements for the ADA and BID boards.
- b. ADA board
  - i. The ADA board membership meets requirements and has two openings that don’t have to be filled to maintain compliance.
  - ii. The ADA board is allowed two members who do not live, own, manage or operate within the BID district – Craig and Josh are those two members.
- c. BID board
  - i. **Heath made a motion “To direct the Executive Director to appoint Matt Zeller to the BID board and affirm his actions”, seconded by Luke. Past President Heath called for a vote, all present voted “Aye”. Matt abstains. Motion carries.**

**VI. Update on Parking Board Meeting**

- a. Heath shared that the Parking Board is returning to regular meetings and will be reviewing who’s responsible for what when it comes to painting stripes, maintenance, etc.
- b. Randy pointed out that the Parking Board needs to have 3 members from the BID board and currently has just one (Heath). Matt and Luke volunteered to fill the other two positions. If Luke is unable to due to a City Council position Kelli volunteered to take the final position.

**VII. Update on Conversations with Tom Aman, the Depot Property & CVB/Chamber**

- a. The board discussed the proposal from the CVB and Chamber to combine locations and purchase what-will-be the old library.
- b. Shelley will schedule a meeting for the Executive Board to meet in the next 10 days to draft an official position on the topic.

**VIII. Streetscape Funds**

- a. Shelley shared some of the options for how streetscape funds may be spent. Options included powder coating light poles, sign poles, fences, garages and bike racks. Setting up irrigation for the flower baskets was also discussed. Outdoor seating was a possible option discussed as well.
- b. Shelley to set a meeting with Karl Alberts and the Executive Board to learn more details about the funds available.

**IX. Executive Director Report**

- a. Shelley shared sponsorship forms for Sizzlin' Summer Nights and Downtown Concert Series. She's been working to connect with businesses and present these opportunities.
- b. The fourth headliner has been booked for the Downtown Concert Series and the July 6<sup>th</sup> concert will be used to test the alternate location in the 100 block. The stage will face north due to the location of the electrical box.
- c. Shelley has been working on volunteer guidelines for organizations.
- d. Farmers market is off to a good start.
- e. Great opportunity to involve Realtor Conference participants in the Wine Walk. Shelley is working with Amy Frink to facilitate.

**X. Adjournment**

- a. With no other business, President Matt declared the BID and ADA boards adjourned at 1:38 PM.