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ADA/BID Board Joint Meeting Minutes

January 19, 2023 @ NOON at The Workshop

Present: Olaf, Patricia, Spencer, Victoria, Kelli, Lee, Joe, Mike, Sam, Molly

Absent: Scott, Sarah (?)

I. Welcome/Call to Order

- a. President Kelli called the meeting to order at 12:05 p.m.

II. Board Member Introductions

- a. New board members introduced themselves. These include:
 - Lee Kessler
 - Joe Melhaff
 - Mike Moulton
 - Sam Schaunaman
 - Molly Genzler
 - Sarah Eisenbeisz
- b. **Motion by Olaf "to accept all new board members", seconded by Spencer. With no further discussion, President Kelli called for a vote, all present voted "Aye". Motion carried.**
- c. The city will also need to approve the new board members.

III. November Minutes

- a. President Kelli presented the November minutes prepared.
- b. **Motion by Spencer "To accept the November minutes as presented", seconded by Olaf. With no further discussion, President Kelli called for a vote, all present voted "Aye". Motion carried.**

IV. Financial Review

- a. Patricia presented a financial review for the November and December financials.
- b. **Motion by Spencer "To accept the September and October financials as presented", second by Victoria. With no further discussion, President Kelli called for a vote, all present voted "Aye". Motion carried.**
- c. **Previous motion in email on Dec. 9, 2022 by Kelli "To authorize Patricia to become the Primary Admin on our QuickBooks Account, add Alexa as a full user on our QuickBooks Account, add Patricia Kendall and Alexa Sheldon to both Dacotah**

- Bank Deposit accounts, make Patricia the primary user on Dacotah Bank online banking access, and remove Kyle Walz from all accounts.”, second by Olaf. With no further discussion, (then-)President Spencer called for a vote, all present voted “Aye”. Motion carried.**
- d. Previous motion in email on Nov. 29, 2022 by Victoria “To approve the purchase new office furniture for the new Executive Director and extra offices at a total cost of \$3,350 (plus shipping, tax and install),” seconded by Olaf. With no further discussion, (then-)President Spencer called for a vote, all present voted “Aye”. Motion carried.**

V. Executive Director Update

- a.** First month overview: Has had a focus on beautification efforts to make downtown more of a destination
- b.** New membership and sponsorships: Alexa will have a “menu” of levels of membership and sponsorship opportunities by the next formal board meeting.
- c.** StartHub: Trying to streamline and simplify. Alexa is attending.
- d.** Org Ongoing Projects
- i.** Two-Way Main: Spencer presented background for new board members. Continue to work with the SD DOT and city on logistics.
 - ii.** Dog Park: We will get a second quote and begin to explore sponsors.
 - iii.** BID District Expansion: Businesses outside of the BID have been expressing interest in joining. Exploring this is not a priority this year, but we can revisit it in the future.
 - iv.** RLF Strategy: RLF is not currently utilized. Alexa’s goal is to have a project secured by the end of the year. The Board of Directors is encouraged to seek out things that would be a good fit.
 - v.** Place a.i. Subscription: Will need to continue discussion on if we renew or unsubscribe to this service, which the board does see as a valuable benefit.

VI. Events and schedules

- a.** Alexa presented a schedule for core events.
- i.** This includes a Meet & Greet for Alexa on Jan. 27 at the Market on the Plaza.

VII. New business

- a.** Marketing Coordinator Role: Alexa will write a job description for board approval.
- b.** Production Monkey’s contract:
- i.** Kelli left the room for this discussion and was not present for the vote due to conflict of interest.
 - ii.** **Motion by Olaf “To approve the contract as is”, second by Patricia. With no further discussion, Past president Spencer called for a vote, all present voted “Aye”. Motion carried.**

VIII. Adjournment

- a. With no additional new business President Kelli declared the BID and ADA boards adjourned at 1:02 p.m.