

LBID MEETING MINUTES

**Thursday, September 19, 2019 - 8:30 am
Murray Hotel Conference Room**

1. Roll Call. In Attendance: Kristen Galbraith, David DePuy, Dan Kaul, Kathryn Borneman, Dale Sexton, Karla Pettit

Absent: Tyler Erickson

Also in Attendance: Ken Nimer, Kris King

2. Public Comment for Items not on the Agenda & Scheduled Public Comment

Public Comment – None.

Scheduled Public Comment – None.

3. Discussion/Action Items

A. **Review/Modify/Approve Past Meeting Minutes** – *Motion to approve by Katherine Borneman; second by Dale Sexton; no discussion and all in favor.*

B. **Discuss/Approve/Deny Payments on Current Invoices** - *Motion to approve by Dale Sexton; second by Katherine Borneman; no discussion and all in favor.*

C. **Discuss/Approve/Deny Application for Funds** – N/A

D. **Review of LBID Expenses/Revenue** – Reviewed

E. **Discuss/Approve/Deny Contract LBID Flower, Garbage and Banner Proposal** – Contract based on Ken Nimer proposal. *Motion to approve by Karla Pettit; second by Dan Kaul; no discussion and all in favor.* Kristen Galbraith and Ken Nimer signed contract; she will send him a pdf copy. Contract begins 10/1/19, Ken can do graffiti remediation in the interim as needed. Kristen will get him LBID location map or will make one for garbage cans and flowers. Ken will also need protocol for banner storage. Currently flowers are clustered near cross streets, there will be more poles next year and request is to have them staggered instead of clustered. Ken can extend the hose and water early in the morning. Will need more baskets next year. Still need to get the extra banners and water equipment from previous contractor. Board welcomed Ken and are glad to have him aboard.

F. **Discuss marketing and outreach** – Kris King asked for feedback on new website, will add testimonials from visitors. Will draft a letter to go out to business owners and building owners about renewing LBID. Begin social media campaign and

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outreach to build goodwill and document LBID services. Can add testimonials from Dale's clients. Board requested to share any positive comments, images, and people enjoying downtown that you come across with Kris so she can include in marketing and outreach. Discussed reaching out to Wilcoxon's and legal services among other downtown business. Also share *Enterprise* posts on social media. About 20% of building owners are out of town so will need a plan to reach them also.

- G. **Additional Discussion Items from Board.** Discussed history of LBID, the district boundaries were engineered to include enough businesses to secure the number necessary to pass. There are several challenging landowners who are not supporters. The dollar amounts initially presented were reduced significantly by the time LBID came about. Cat Moody was involved, so may have historical records. Put on agenda for next meeting, could invite Cat to next meeting to review history. Review initial LBID set up and plan strategy for the next 10 years. Could add snow removal to LBID, ask Ken Nimer to estimate cost. Discussed quality of snow removal.

4. Update on Business Items of Interest

- A. **Equipment Inventory List** - Dale will get supplies next week. LBID purchased a painting machine, need to be sure it is returned to us. There are two new watering tanks and ladders. Terry has a list of items. Get a list from Randy of everything he has also.
- B. **Storage Unit** - Kristen bought a new lock for the storage unit, paid with petty cash. Karla has supplies for the new storage shed. Graffiti chemicals may need to be stored in Ken's heated garage.
- C. **LBID Truck** - Kathryn will look at the truck, will need Blue Book value of 1998 Dodge Ram 1500 to assess value. It could be sold and the funds added to the general account. In the interim, Ken can use it.
- D. **Banner Program** - no active events or campaigns. Should get the word out that there is available space for winter. Bridger Bowl may want to do winter advertising. During the slow season could do new series of LBID messages. Discussed concepts including 'Stop for Pedestrians', 'Say Hello to a Stranger', 'Buy Local.' Will have more ideas for October review.
- E. **Graffiti Remediation** - none reported currently. Randy was paid 6 months in advance and there were no removals.

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- F. **Flower Baskets Program** – Randy paid through the end of September. Dan and Karla have sent reminders to him to water the flower baskets.
- G. **Main Street Construction** – done for several years.
- H. **Additional New Business from Board Members** – Ken can make reports in person most times, or send notes if not present. Kathryn called Leslie at the Chamber about Welcome to Livingston signs and Leslie said she’s been working on it for years. Kristen talked to Doug Braham about the new motel development near the 333 interchange, he wants to do nice signage in that area with Welcome to Downtown. One is also needed from the East. It would be good to have all three signs at Exits 333, 337, and the 7th Street Interchange have a similar look. Kristen can talk to Kyle at MDT to fill out paperwork for signage. Discussed Chamber status and Board turnover. Chamber Members will vote on a new Chamber Board. Previously discussed sculpture of Kathryn’s is now installed at her business. Discussed downtown art. It was observed that the Buffalo sculpture is now at the Utility Yard, Karla will send a picture to Kathryn, who will contact Joe Wayne. The downtown art and sculpture program has been dissolved. Discussed collaborating with tourist business group to revive the art program and possibly extend the banner program. Discussed the number of talented metal workers in the area.
- I. **LBID Board Members** - Discussed Tyler Erickson’s absence, Kristen will check in with him.

5. **Public Comment** – N/A

6. **Next Meeting** - October 17, 2019

7. **Adjourn** – *Motion to adjourn at 9:30 a.m. by Dan Kaul; second by David DePuy; no discussion and all in favor.*

Minutes respectfully submitted by Kris King

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