

LBID MEETING MINUTES - DRAFT

Thursday, May 21, 2020 - 8:30 am | Murray Hotel Lobby and via phone

1. Roll Call - In person: Kristen Galbraith, Kathryn Bornemann, David DePuy. Via phone: Dan Kaul, Dale Sexton. Apologies for Zoom call not working from Kris.

Absent: Tyler Erickson, Carla Pettit

Also in Attendance: Kris King

2. Public Comment – N/A

3. Discussion/Action Items

- E. Review/Modify/Approve Past Meeting Minutes** - *Motion to approve by Dale Sexton; second by Dan Kaul; no discussion and all in favor.*
- F. Review/Modify/Approve FY 20/21 Budget & Work Plan** - *Motion to approve by David DePuy; second by Dan Kaul; no discussion and all in favor.*
- G. LBID/TBID/CVB Office Space** – renting room #210 in the Wilmont at reduced rate of \$350/month, Dale has some extra office furniture. *Dan Kaul recused himself from this vote. Motion to approve by Kathryn Bornemann; second by Dale Sexton; no discussion and all in favor.*
- H. Discuss/Approve/Deny Payments on Current Invoices.** Recent expense of \$600 for 501(c)(3) application fee.
- I. Discuss/Approve/Deny Application for Funds** – Western Sustainability Exchange (WSE) Farmer’s Market support application. Discussed that this event is out of district, potentially having an outreach booth, but great outreach opportunity to our re-districting target audience. Solution is to use marketing budget to be a sponsor at the \$2,500 level. We don’t have volunteers available to sit at an outreach booth but WSE will give out a LBID brochure. *Motion to approve by Dale Sexton; second by Kathryn Bornemann; no discussion and all in favor.*
- J. Discuss/Approve/Deny Banner Brackets** – expense of \$4,600 for new brackets from Calendar to Lewis to Clark. *Motion to approve by Kathryn Bornemann; second by David DePuy; no discussion and all in favor.*

4. Update on Business Items of Interest

- L. Coronavirus impact** – expecting art walk, Independence Day parade and rodeo to be impacted, Hoot is cancelled, Phase 2 of reopening begins June 1.
- M. PHS Graduating Senior Banners** – communicated that it is not feasible to do banners for 100 graduates.

Board of Directors

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Kathryn Bornemann David DePuy Tyler Erickson Dan Kaul Karla Pettit

- N. **Pigeon Control** – tabled until next meeting.
- O. **Banner Program** – spring “Buy Local” and “Celebrate Local” banners up, posters of designs printed and hand delivered to downtown businesses. 4th of July and Rodeo banners designed and ordered, will be stored if those events don’t happen. Give a Hoot fundraiser banners to go up July – early August.
- P. **Downtown Snowflakes** – have sample of 4 x 4’ snowflake and will meet with the city to see how hanging the 30 lb electrical unit works. Will also need to assess outlets functionality, hanging will have to be in coordination with the City. The snowflakes have LED lights, are wind friendly, and will cost approximately \$525 with shipping, recommend negotiating quantity discount for 30. Will look at warrantee and will likely need bigger storage. Would be good for LBID public relations and visibility. Discussed number of snowflakes and options. Will invite Board to view hanging of sample. Pending logistic finalization; *Motion to approve by Dale Sexton; second by David DePuy; no discussion and all in favor.*
- Q. **Flower Baskets** – 30 flower baskets will be hung in the coming weeks. Next year will have 6 or 7 more.
- R. **CVB Update** – June webinar to present marketing plan. Will begin July 1.
- S. **Joe Phelps billboard proposal** – tabled.
- T. **Plans for LBID renewal** – beginning to work on outreach marketing.
- U. **Marketing Report** – details on report.
- V. **Additional Business from Board Members** - Ask Tyler to assign a proxy as he is rarely able to attend meetings, perhaps Andy.

5. **Public Comment** – N/A

6. **Next Meeting Date and Agenda June 18, 2020 at Wilmont Building, 124 S Main Street, Room 210.**

7. **Adjourn** - *Motion to approve by Kristen Galbraith; second by David DePuy; no discussion and all in favor.*

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