



LBID MEETING MINUTES DRAFT

Thursday, September 17, 2020 - 8:30 am – 9:15 am

Wilmington office, 124 S Main Street, Room 210

Roll Call: Kristen Galbraith, David DePuy, Kathryn Bornemann, Dale Sexton, Brian Menges, Tyler Erickson

Not Present: Karla Pettit

Also in Attendance: Executive Director Kris King

Discussion/Action Items

- A. **Review/Modify/Approve Past Meeting Minutes** - *Motion to approve by Kathryn Bornemann; second by Tyler Erickson; no discussion and all in favor.*
- B. **Discuss/Approve/Deny Payments on Current Invoices** - *Motion to approve by Kathryn Bornemann; second by Dale Sexton; no discussion and all in favor.*
- C. **Review of LBID Expenses/Revenue** – tabled as we do not have current reports. **Discussed switching to online Quickbooks and Kristen taking over bookkeeping** - *Motion to approve by Brian Menges; second by Tyler Erickson; no discussion and all in favor.*

Update on Business Items of Interest

- A. **Coronavirus impact** – delivering 10,000 masks, hundreds of informational posters, and 20 hand sanitizer units on downtown sidewalks (2 at Town and Country.)
- B. **Construction Update** – the crew has been great. They are tearing down 2nd street sidewalks and are ahead of schedule despite having the unexpected issue of a vault under the Masonic Lodge.
- C. **Beautification Projects Update** – Newest banners are LiveWell 49 Suicide Prevention banners, September is Suicide Prevention month, Love Livingston Responsibly COVID grant safety banners, income from banners is increasing. The snowflakes have arrived, they came in huge 6 foot boxes and required renting a new large storage shed at Six Shooter with two entry doors. Anyone who needs to access, ask for the shared password for the combo lock. Snowflakes will likely go up November 19-20, Dale said he might have staff to help, Tyler and Kathryn offered to help.

Board of Directors

Kristen Galbraith - Chair Dale Sexton - Vice-Chair
Kathryn Bornemann David DePuy Tyler Erickson Brian Menges Karla Pettit

- D. **LBID renewal, review letter** – Kristen and Kris created a 5 page draft of a letter with LBID’s accomplishments with photos to send to all district building owners, it will be formatted for print by our designer, Megan Eubank. There are four new properties that need to be included, and one is now residential that needs to be removed. Will divide up the list of local building owners and teams of two who know each individual will make the pitch in person. The resolution must be read twice at City Council meeting to be passed before February. We need 60% of building owners to sign. The goal is to update and share the property owner list shared to board prior to next board meeting. We can start approaching business owners as early as October. We discussed adding winter ice sculpture event in the future and some elements from the strategic plan, and let folks know we want their feedback on future projects. Will also create condensed talking point list for the Board teams to work from. Discussed appreciation gifts for business owners.
- E. **Funding Requests** - next deadline 10/31/2020.
- F. **Marketing Report** – report attached.

Discussion of next Meeting Date and Agenda October 15, 2020

Adjourn at 9:16

Minutes respectfully submitted by Kris King

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