



Board of Directors Meeting Minutes

Wednesday April 8, 2020 @ 12 noon

ZOOM MEETING: <http://zoom.us/j/696294131> MEETING

ID: 696 294 131

Attendees: E. Foley, R. Holmes, P. Myatovic (exited at 1:21 pm), D. Dougherty (exited at 1:02 pm), Rev. Bob Fillier, V. Eberherr, D. Hillhouse, R. Holling (exited at 1:02 pm), J. Kason (exited at 1:03 pm), K. Gable

Staff: C. Van Mook, A. Rubadeau

Chairing: E. Foley, President

Regrets: D. Low

Notation: V. Eberherr

1. Call to Order – 12:02 pm

2. Adoption of Agenda

“That the meeting agenda be accepted as presented.”

Motion: R. Holmes

Second: P. Myatovic

Carried ✓

3. Adoption of Minutes

“That the Minutes of the December 11, 2019 meeting be approved.”

Motion: R. Holmes

Second: P. Myatovic

Carried: ✓

4. Financial

“That the financial statements be accepted as presented.”

Motion: D. Hillhouse

Second: K. Gable

Carried: ✓

“That the expenditures be approved as presented.”

Motion: D. Hillhouse

Second: R. Holmes

Carried: ✓

5. Façade Grant & Micro Grant Summary

Three safety grants, one beautification grant – remitted \$2,000 to date. Two façade grant applications approved for 2020. Discussion on new micro- grant membership opportunities to assist with the current COVID 19 situation.

6. New/Old Business:

- Board Member Resignation: A. Elliott
- Financial Overview
- Executive Director provides an overview of actions and initiatives in light of changing situation due to COVID-19. Discussions on the following:
- Downtown Summerfest
 - Will not out-right cancel for 2020 until further conversations with grant providers, sponsors, and suppliers.
- Flower Baskets
 - The cost is shared 50/50 (\$27,485 each) with City and DPG. Discussion about member perceptions of this expenditure and the ability to re-assign some of the funds to other programs.
 - Colleen will discuss the supply contract with Uncle John's Greenhouse to determine flexibility and impact of reducing flower basket program for 2020.
- Clean Team
 - The CPG has asked if DPG can increase the clean team due to an increase in litter downtown
 - Considerations must be reviewed based on funding, ability of PGBIG administration and willingness of the employees to continue to work. The safety of these workers must be a priority during these times. This might change as the situation evolves and this is currently a day by day situation.
- Other
 - Brainstorming/round table to discuss what DPG can do to help our membership – coupon book, encourage membership to contact business advisors – banker, lawyer, accountant, processes for businesses to take their business online, maybe a micro grant for moving online or adjusting their businesses in reaction to the new norm, promote other programs such as Hubspace and NDIT which are offering services for online promotion of businesses, what does recovery look like and how do we get people back downtown, weekend / evening security for downtown, maybe some trial experiment for security, Investigate opportunities to coordinate with the bylaw officers, membership would likely appreciate that we are actively doing something for them

D. Dougherty and R. Holling exited the meeting at 1:02 pm

J. Kason exited the meeting at 1:03 pm

7. 2020 Working Calendar and Next Meetings

- Committee Meetings Suspended
- Next Board Meeting
- 2020 Annual General Meeting – our bylaws do not prohibit the hosting of the AGM electronically. Agreed that this should be a virtual meeting on originally planned date of June 10, 2020. Information to be sent out at the end of April

P. Myatovic exited the meeting at 1:21 pm

8. In-Camera

None

9. Adjourn

"That the meeting be adjourned".

Motion: D. Hillhouse

Second: K. Gable

Carried ✓

Meeting was adjourned at 1:38 pm