



**Downtown Advisory Board
Notes**

11:30 am – 1:00 pm Monday, July 15 | Arck Construction, 812 N. Broadway St.

Members Present: Ben Fowler, Tree Mulkin, Skip Urich, Darcie Shultz

Others Present: Katie Sweezey (Ryan Insurance), Kim Froman, Sarah Runyon, Chris Wilson (Explore Crawford County)

Members Absent: Ashley Ricks, Stephanie Watts

Call to Order: Ben Fowler

- Welcome & Agenda Review
- Meeting Notes – *Action Needed*
 - *Move to Approve – Tree Mulkin*
 - *Second – Skip Urich*
 - *All in favor, none opposed*

Halloween Event: Katie Sweezey

Katie – Director of Community Engagement for Ryan Insurance - Halloween youth and adult window painting contest on downtown businesses

- Ryan Insurance would cover the supplies and prizes, and buy the supplies from ArtForms Gallery or Ettingers Office Supply
 - Morning Sun is interested in collaborating - Businesses buy an ad in the paper to participate - \$20 suggested cost, TBD
- Kim asked how the children were selected and if paint was weather resistant
 - Potentially putting out a “Call to Artists” through schools, Big Brothers Big Sisters, etc. if the business doesn’t have a connection or artist in mind.
- **Action:** *DAB to co-sponsor the event with Ryan Insurance and Morning Sun. Sarah and Katie will gather more information and bring it to next DAB meeting.*
 - *Move to Approve by Darcie Shultz, Second by Tree Mulkin*
 - *All in favor, none opposed*

Old Business: Sarah Runyon

- **Greenbush Strategic Planning Report - Next Action Items for July**
 - Define Process for internal events, roles & responsibilities
 - Reviewed and approved
 - Define a process for supporting external events and programming
 - Sarah is going to add a form on city website “apply” page
 - To grow into a DAB landing page
 - Create a public announcement of how DAB can help!
 - Determine use of \$10,000 budget and any supporting needs
 - Chamber Coffee is tentative, date held November 7
 - Small Business Saturday – use remaining merch
 - Holiday Window prize - TV advertising package
 - Sarah has spoken with KOAM – Diane Cunningham
 - Tree suggested adding 2nd and 3rd place prize options
 - Finance has confirmed that we can sell and raise funds
 - Ben mentioned an online store to sell DAB merch, 620 Day
 - *Tree made motion, Skip second – budget as of 7/15, subject to change. All in favor, none opposed*
- **SEK-CAP Bus Signs** – Completed (waiting for Knights of Columbus approval)
- **Bike Racks & Benches – Action Needed**
 - Received check deposit \$8,800 rather than previously stated \$10,244.80. Only short \$1,444.80 to complete the downtown bike rack/benches project.
 - **Action – determine next steps to order benches (4)/bike racks (3)**
 - Decide on locations for these new furnishings.
 - Bike racks – Root, two remaining locations open
 - Benches – Library, Pritchett (sp), two remaining locations open – DAB come to next meeting with suggestions
 - DAB will match LiveWell’s grant with the remaining funds from the DAB budget and proceed with order. Locations will be determined at next meeting.
 - *Move to Approve - Tree*
 - *Second - Skip*
 - *All in favor/Opposed - All in favor, none opposed*

- **Olsson Downtown Strategic Plan Update (All sessions held at Block22)**
 - Virtual Open House is now closed.
 - Olsson is preparing final documents including recommendations for August 27 commission meeting presentation. DAB members are invited to attend the City Commission meeting and voice their support.

New Business:

- **Filling Hospitality Board Position – Brad Stefanoni resignation**
 - DAB members encouraged to reach out to applicants.
 - Deadline to apply is July 16 at Noon.
- **6-2-0 Day - Kick the Tires**
 - What went well – Overall good feedback from vendors and businesses.
 - What can we do to improve?
 - Adult beverage logistics need improvement, earlier planning.
- **July Budget Update - See notes under “Strategic Planning Report” section**
 - *Budget approved for the remainder of the year subject to change as determined by the board.*
- **Open Discussion / Questions**
 - Kim shared the idea of an “Emergency Endangered Building Fund”
 - Where could we get start up money for this fund?
 - Could this program “live” with DAB?

Meeting Adjournment: Ben Fowler

Next Meeting – Monday, August 19 | 11:30 am – 1:00 pm – Miners + Monroe, 214 S Broadway