

Downtown Modesto Partnership Board of Directors Meeting Minutes

Date of Meeting:	01/17/19	Time:	4:00 PM
Minutes Prepared By:	Susan Martin	Location:	1601 I Street Modesto

1. Attendance

Present	Rose Louis, Josh Bridegroom, Lynn Dickerson, Ann Endsley, Mike Goss, Greg Reed, Barrett Lipomi, Fred Silva, David Boring, Ryan Swehla, Mike Moradian
Absent	Saul Trujillo, Ted Brandvold
Others	Stephanie Burtch, Susan Martin, Jerome Murray

2. Discussion

#	Topics	Presenter
1	<p>Welcome and Approval of Minutes</p> <ul style="list-style-type: none"> - Fred opened the meeting at 4:05 p.m. - Fred asked for approval of minutes from the 10/10/18 board meeting. <ul style="list-style-type: none"> o Board approved the minutes as presented (R. Swehla/D. Boring; unanimous) 	Fred S.
2	<p>Public Comments</p> <ul style="list-style-type: none"> - None 	Any
3	<p>Administrative Update (Recap of past month's activities and upcoming initiatives)</p> <ul style="list-style-type: none"> - Josh indicated that things were getting settled in the new office. Hope to have things settled so that the next board meeting can be held in the new space. - Josh reviewed how the transition to Street Plus has been going. Numbers were low in December, but we're hoping to see improvement once fully staffed. - The holiday decorations received very positive feedback. - The Discover DoMo Promo was a success this year. At least 850 tickets were sold. Jerome Murray from Modesto On Ice presented feedback to the group on the things that were great about the promo and things that can be improved. He indicated that the DoMo Promo was worth it and was positive for the skate year. - Josh discussed the C3 Brochure and Webpage. The website and brochure helps to point people to businesses and restaurants downtown. The brochures have been placed at multiple hotels throughout Modesto including the Double Tree and Best Western downtown. - Downtown Streets Team signed a lease to occupy two offices in our new location at 1003 10th Street. - Josh will be marking the location for the installation of the new trash receptacles next week. Susan will coordinate with the City staff to have the cans installed. 	Josh B.

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	<ul style="list-style-type: none"> - The landscaping for the 10th Street planter boxes has arrived and is ready to install. Installation should be occurring shortly. - Work will be starting on the annual report. It will be brought to the next Executive Team meeting for review and then to the next board meeting for final approval. - The current financials were provided and reviewed. 		
4	<p>Executive Team Update</p> <ul style="list-style-type: none"> - Fred recapped the Executive Team Meeting. He identified the Executive Team had reviewed and brought to this meeting their recommendations for the new board, which will be discussed under Section 5. He indicated that parking would be an additional cost to DoMo for the administration staff, however the sublease of space would assist with payment this. Fred indicated that we were asked for a late sponsorship Rockin' Holidays. He indicated that the Executive Team agreed to give the sponsorship but wanted to have discussions about making it more family friendly. Fred had a meeting planned the following week to discuss this. 		Fred S.
5	<p>Action: Executive Team Recommendation – Discuss Board Member Nominations</p> <ul style="list-style-type: none"> - Fred stated that the Executive Team had received four nominations to the board. One of the nominations was not eligible due to not meeting the requirements established by the bylaws. Jennifer Jackson Romero and Kristy Rupp were recommended as new board members. Lynn Dickerson was recommended for renewal as a board member. <ul style="list-style-type: none"> o The Board approved the Executive Team recommendation for new board members, with the following votes per appointee <ul style="list-style-type: none"> ▪ Jennifer Romero (L. Dickerson/B. Lipomi; unanimous) ▪ Kristy Rupp (R. Louis/L. Dickerson; unanimous) ▪ Lynn Dickerson (R. Swehla/D. Boring; unanimous; L. Dickerson Abstain) - Fred identified that the Executive Team also discussed maintaining the same members in the same positions for the Executive Team, but adding a new Member at Large, Mike Moradian. <ul style="list-style-type: none"> o The board approve the Executive Team recommendation for the makeup of the Executive Committee, with the following votes <ul style="list-style-type: none"> ▪ Mike Moradian – Member at Large for the Executive Team (R. Swehla/D. Boring; unanimous) ▪ Appoint the Executive as presented (Mike G./D. Boring; unanimous) 		Fred S.
6	<p>Action: Executive Team Recommendation – Discuss Modifications to 2018/2019 Operating Budget</p> <ul style="list-style-type: none"> - Barrett presented the modifications to the current budget. With the sublease occurring at a higher rate than expected, the funds will help with employee parking, office improvements, and office supplies. <ul style="list-style-type: none"> o The Board approved the Executive Team recommendation, to adjust the 2018/2019 Operating Budget (B. Lipomi/R. Swehla; unanimous G. Reed Abstain) 		Barrett L.
7	<p>Action: Executive Recommendation – Discuss Board Meeting Schedule</p>		Rose L.

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	<ul style="list-style-type: none"> - Rose presented a new schedule for the upcoming board year. It was suggested to meet every other month with, no meeting in July, or December. <ul style="list-style-type: none"> o The Board approved the Executive Team recommendation to accept the proposed meeting scheduled for 2019 (R. Louis/M. Moradian; unanimous) <ul style="list-style-type: none"> ▪ February 13, 2019 ▪ March – No Meeting ▪ April 10, 2019 ▪ May – No Meeting ▪ June 12,2019 ▪ July – No Meeting ▪ August 14, 2019 ▪ September – No Meeting ▪ October 9, 2019 ▪ November 13, 2019 (only if needed) ▪ December – No Meeting 		
8	Action: Executive Team Recommendation – Discuss Annual Audit Committee <ul style="list-style-type: none"> - Lynn reviewed the Executive Team’s discussion over the makeup of the Audit Committee. After conversations with prospective members, the committee makeup is recommended as Fred Silva, Barrett Lipomi, Greg Reed and Ryan Swehla as an alternate <ul style="list-style-type: none"> o The Board approved Executive Team Recommendation as presented (L. Dickerson/M. Moradian; unanimous) 		Lynn D.
9	Board Member Forum <ul style="list-style-type: none"> - There was general discussion around the table. 		Any
8	Adjourn Regular Meeting <ul style="list-style-type: none"> - Fred adjourned the regular meeting at 5:30 p.m. 		Fred S.

3. Action Items					
Action			Owner	Due Date	
Work with City on the Downtown Vision Document			Josh	Ongoing	
5. Next Meeting (if applicable)					
Date: (MM/DD/YYYY)	03/21/19	Time:	4:00pm	Location:	1003 10 th Street Suite A