

# Downtown Modesto Partnership Board of Directors Meeting Minutes

<b>Date of Meeting:</b>	5/11/2016	<b>Time:</b>	4:00 PM
<b>Minutes Prepared By:</b>	Josh Bridegroom	<b>Location:</b>	947 10 <sup>th</sup> Street, Modesto
<b>1. Attendance</b>			
Present	David Gianelli, George Boodrookas, Lynn Dickerson, Wayne Bridegroom, Barrett Lipomi, Greg Reed, Rose Louis, Mike Goss, Sue Richardson, Belinda Rolichkek, Bart Barringer, Robert Wirth, Chris Murphy, Hank Barrett, Josh Bridegroom		
Absent	Niniv Tamimi, Jim Struck, David Boring, Patrick Burda, Terry Withrow, Neal Khatri, Elliot Begoun, David White, Terry Withrow, Craig Stott, Kole Siefken, Ryan Swehla		
Others	Nancy Young, Jennifer Mullen		
<b>2. Discussion</b>			
#	Topics	Presenter	
1	<p>Welcome and Approval of Minutes</p> <ul style="list-style-type: none"> <li>- Dave opened the meeting at 4:10pm and asked for approval of minutes from the April 9 board meeting. <ul style="list-style-type: none"> <li>o Board approved the minutes unanimously, as presented (Dickerson/Barrett; unanimous)</li> </ul> </li> </ul>	Dave G.	
2	<p>Public Comments</p> <ul style="list-style-type: none"> <li>- Dave asked whether there were any comments from the public, and none replied.</li> </ul>	Any	
3	<p>Board Member Commitments</p> <ul style="list-style-type: none"> <li>- Dave reminded the board that they would need to review the board member commitments and turn in their application forms and fees, as well as attend meetings per the agreement. Some of the board members said that they needed the application form. Josh said he would distribute.</li> </ul>	Dave G.	
4	<p>Administrative Report</p> <ul style="list-style-type: none"> <li>- Josh identified that he is trying to correct organizational misalignment regarding working committees that are much further along in their activities than the organization is administratively, limiting the organization's potential effectiveness. So far, he has put together a draft operating budget, developed employee handbooks and started work on organizational policies and procedures, found office space to lease, developed basic website and email, purchased MS Office 365 for the organization at only \$2.00 per month per user, scheduled committee meetings, began work on job announcements. In the coming weeks, he identified that he would be working on recruiting employees, finalizing the office setup and working on the upcoming Bike Modesto and Night Market events.</li> </ul>	Josh B.	
5	<p>Consider ratifying lease agreement with 1325 H Street, LLC for the use of approximately 3,000 square feet of space and 10 parking stalls (Executive Committee)</p> <ul style="list-style-type: none"> <li>- Bart Barringer recommended that we strike the last sentence of Exhibit A and double check on insurance to ensure we're covered. <ul style="list-style-type: none"> <li>o The board voted to approve the contract with the change recommended</li> </ul> </li> </ul>	Dave G.	

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	by Bart (Murphy/Gianelli; unanimous)		
6	<p>Consider ratifying MOU with Modesto Certified Farmer's Market to serve as the agent of the Downtown Modesto Partnership in establishing and managing the 10th Street Market on Thursday evenings (Economic Development Committee)</p> <ul style="list-style-type: none"> <li>- Josh highlighted the important components of the MOU for the board. Chris recommended that we add a provision that commits MCFM to remit funds received through 10<sup>th</sup> Street Market to the Downtown Partnership within a prescribed period of time. <ul style="list-style-type: none"> <li>o Board voted to authorize executive committee to approve MOU after adding provision regarding MCFM obligation to remit funds to Downtown Partnership within a prescribed period of time (Murphy/Bridegroom; unanimous).</li> </ul> </li> </ul>	Josh B.	
7	<p>Bike Modesto Event</p> <ul style="list-style-type: none"> <li>- Josh informed the board that there would be an event related to bicycle culture at Camp4 on May 22. He identified that he has been involved in planning the event with Damon Robbins (owner of Camp4) since before he became CEO, and that it's of high value to downtown because Millennials are increasingly choosing alternative forms of transportation, and they value experiences over possessions. Consequently, if we make an association between downtown being a bicycle friendly place, and a place where great experiences occur, it would go a long way toward capturing the hearts of the new, largest generation. Beyond this, our parking consultant suggested we encourage more bicycling as a mode of transportation to help improve the downtown parking situation.</li> </ul>	Josh B	
8	<p>Committee Updates</p> <ul style="list-style-type: none"> <li>- The committee chairs and Josh provided updates on the work of the various committees.</li> </ul>	Dave G. Lynn D. Josh B. Barrett L. Hank B.	
9	<p>Extra Items</p> <ul style="list-style-type: none"> <li>- Robert asked for a copy of the bylaws, and Josh said he would send out to the group via email.</li> <li>- Chris volunteered to design advertising poster for First DoMo Night Market.</li> <li>- Dave provided a report on ACE train, noting that encouraging developments had unfolded in the past two weeks: a commitment to the Northern San Joaquin Valley for a High Speed Rail Station in Merced; funding earmarked for regional rail connection coming through Modesto.</li> </ul>	Any	
10	<p>Adjourn</p> <ul style="list-style-type: none"> <li>- Dave adjourned the meeting at 5:40pm.</li> </ul>	Dave G	

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3. Action Items					
Action	Owner	Due Date			
Modify and Finalize Lease Agreement with 1325 H Street, LLC.	Josh Bridegroom	6-8-16			
Modify and Finalize MOU with MCFM	Josh Bridegroom	6-2-16			
Produce advertising poster for DoMo night market	Chris Murphy	ASAP			
Coordinate and facilitate Bike Modesto event	Josh Bridegroom	5-22-16			
Coordinate and facilitate first DoMo Night Market	Josh Bridegroom	6-2-16			
Send copy of bylaws to and board member application forms to group	Josh Bridegroom	6-8-16			
4. Next Meeting (if applicable)					
<b>Date:</b> (MM/DD/YYYY)	06/08/2016	<b>Time:</b>	4:00pm	<b>Location:</b>	1150 9 <sup>th</sup> Street, Modesto