



Batavia Business Improvement District, Inc.
Management Association
Board of Directors Meeting Minutes
Date: August 22, 2017

Present: Marty MacDonald, Kristine Duran, John Bookmiller, Paul Marchese, Don Brown, John Roche, Beth Kemp, Rob Walker, Jeffery Gillard and Jason Molino

Absent:

Excused: Steve Krna, Jennifer Gray, Leanna DiRisio, Patti Pacino

CALL TO ORDER (8:31) Marty ran meeting.

- I. **Approval of July 25th Meeting Minutes:** Paul made motion to accept minutes, seconded by Jeff.

- II. **CHAMBER UPDATE:** Beth reported for Tom Turnbull
 - SBA Workshops for Fall: Sept 13th Understanding the New Paid Family Leave Act, October 11th Managing 4 Generations in the Workplace, November 15th Interviewing, Hiring and Keeping Employees.
 - Decision Maker's Ag Tour is scheduled for Wednesday, September 20 starting at 8AM at the County Fairgrounds. This year's theme is "Genesee County's International Ag Connections". Free to attend.
 - START UP Genesee next "Think & Drink" event is Thursday, August 31 from 4-6 PM at Harvester Center. (flyer distributed)

- III. **CITY OF BATAVIA UPDATE:** Jason Molino
 - Car charging station grant, gauged interest from BID Board on moving forward, placement in downtown. Beth will meet with Lisa on discussing location options. Jeff made motion for support and in favor of car charging station in Downtown, Kristine seconded. Beth will write letter of support if needed.
 - Still waiting on the DRI.
 - City of Batavia is undergoing an audit by NYS Comptroller's office. They have focused in on the BID and will be requesting reports and financials this month. Beth and Kristine noted they meet with auditor today following Board meeting.

- IV. **TREASURER'S REPORT:**
 - Kristine noted that a few corrections were made on treasurer's report from the past month and reviewed current P&Ls with board.
 - Marty suggested obtaining new quotes for insurance for upcoming fiscal year. John B. made a motion to support, seconded by Paul.

- Kristine noted that the Board needs to make a plan and decisions very soon on capital budget spend.
- Marty requested Beth submit her 5% sponsorship amount by next month's meeting.

V. **COMMITTEE REPORTS:**

1. Public Market, (Beth)- Nothing new to report. Friday is still the most popular and full day. Market is going great!
2. Beertavia, (Beth)- 600 Tickets were sold. Great event, great attendance. Still have a few payments coming in and out before finalizing event profit. Beth noted several breweries said it was a well-organized event and look forward to next years.
3. Promotions, (Beth)- No meeting this month.
4. Wine Walk (Beth)- Saturday, October 7th from 3-8 PM. Tickets are on sale online, Adam Miller, Hidden Door and Yngodess. There is an 80's theme this year, prizes for best dressed, raffle baskets. So far, 12 wineries are committed and 20 businesses. City Church will be a non-alcoholic stop on the Wine Walk offering snacks, water, and a fun photo booth.
5. Business Development, (Beth)- Currently redesigning "Business Made Easy" brochure for new businesses, a survey is being created for BID Businesses to send out to keep current contact info, anniversary dates, specials, etc. for our businesses. Committee has discussed mentorship for Downtown Small Business owners and outlining what that looks like, what it entails.
6. Design, (Paul M.)- No meeting took place for this committee.

VI. **EXECUTIVE DIRECTOR REPORT:** Beth Kemp

- Received paperwork for Public Market Grant money, will send back all paperwork with \$250 application fee to move forward.
- Friday, September 1st is last Jackson Square concert. Beth will be on vacation and needs Board support to help cover that night. Paul and John B. volunteered to cover.
- freshLAB Foodie Challenge is on Saturday, September 23rd at GVEP. Community Members will be able to purchase tickets for \$10 to attend from 5-7 P, taste and judge.

VII. **OTHER:**

Board inquired if DOT fence on Main Street will be removed prior to Wine Walk for safety. Beth will follow up.

VIII. **ADJOURNED:** (9:48)

- Approved: Jeff, seconded: John B.
- September 26th is next month's meeting and will take place at the GO Art.

Minutes submitted by Beth Kemp.