



March BBID Meeting – 3/26/19

Present: Don Brown, Lisa Casey, Kristine Duran, Rick Mancuso, Leanna Di Risio, Patti Pacino, Tina Rose, Joann Baiocco, Wesley Bedford, Barb Dietrich, Marc Johnson, John Bookmiller, Jennifer Gray

Absent:

Ex Absence:

Guest: Tom Turnbull – Genesee County Chamber

Location: Go Art!

Documents: February Minutes, Financials

Call to Order: 8:31 am Leanna Di Risio

Approval of February minutes – Leanna Di Risio to motion approved Seconded by Marc Johnson and approved by all members present.

Beertavia minutes – Report back to the board – Go ahead with Beertavia on our own. Move forward with that event.

- I. Chamber Update:
 - a. Awards night March 2nd 280 people
 - b. Home Show – April 5 to 7 – at Faletti’s Ice Arena, vendors sold out. 4 to 5 businesses on waiting list.
 - c. Publications came out – vacation planner – big publication 100K goes all over the Northeast and Southern Canada. Distributed throughout the community thru Penn Saver. New ride at Darian Lake – 250 feet in the air (Six Flags). Dinning guide is put out every year. Lists every restaurant in Genesee County. Put out Genesee County map, at the office as well. This is also a frequent requested item. The Chamber has kept everything in-house and surrounding area vendors to have this map done. It is online as well. Sends a lot of them out.
 - d. Business work-shops – Mercy Flight – Training – see attachment – April 17th, Speed networking is also coming up. You have 90 seconds across from each other regarding your business – give them your pitch, bell rings and you move on – May 15th. Disaster Preparedness – June 2019. All free for bid members and chamber members

- II. City Update:
 - a. DPW - Filling in pot holes Opening Yard Waste - April 15. DPW requesting meeting with BID Director to discuss concert series, trash receptacles and bike racks.

- b. Bank Street - Meetings continuing with stake holders, Flashing signs, portable signs Work on Ellicott Trail starting - Keeler is primary contractor with Town and City as participants No Permanent repair on roads until May
- c. Fire Dept - Ice water training this past month. Fire continuing with training at local state and federal levels. The Fire Dept offers CPR with/AED training for fee - Call Fire Chief if your business has any interest. The CRS (Community Rating System) has been recertified for City flood zones – There is a flood insurance discount – the City is at a Level 7 rating - recertify every year. 15% discount for those in flood zone.
- d. Police Department - Foot patrol and bike patrol starting No parking in Jackson Square Please honor the 2 hour parking PD now has certified CRASE (Civilian Response to Active Shooter Events) Trainor - Active shooter response training for businesses for free. Call Police Chief
- e. Events: Shred Day May 31st, GLOW YMCA Corp Cup Aug 1st, GoArt! Picnic in the Park July 4th and TVFCU Walk/Run -May 5th
- f. City participating in Home Show April 5-7
- g. 24 Applications – BDC (Batavia Development Corp.) will be meeting to discuss Batavia DRI (Building Improvement Fund). Those not award may seek out other possible grants.
- h. Please note, Rachael Tabelski requested to be a guest at our meetings for DRI updates and economic development in the City.

III. Nominating Committee – Jen Gray

- a. Nominating – Please note, to place Gilbert Mulcahy instead of Mark Woodward on list of nominations for the ballot.
 - i. There were several discussion – about proxies being allows. It would be advisable to go with owners and tenants for the ballots. Priority should be given to tax paying owners. If you were a non profit or tax free member you didn't have that responsibility (taxing member). With that being said, not sure if we put all names on the ballot and then it's a pure vote? Bylaws – take that into account when it's an appointment based on assessments. Doesn't have baring on election only on vacancy. That goes back in discussion – two seats are open (vacancy). Not actual termed out seats. 2 board members elected to sit on board. Technically we can appoint. Issue is the term of board members there is a large amount terming out at one time (8) terming off in one year. Get in align with staggering board members on term. Would like the ability to vote to elect someone to start a term now – expire the term of the vacant seats and then start with new member. Make amendment to bylaws first. Do we change the by-laws to stagger? Motion would be board to amend by-laws. Board would have ability to expire vacant board member terms. Clause? Could we put it in there to stagger? Gives ability to be flexible. Do we want to expire or do we want to amend the b-laws? Election is in April. Why not fill those terms and then elect at the election? You can leave them blank for the rest of the term. And then elect in April.
 - ii. Do we put all listed from nominating committee on the ballot? 6 owners 3 tenants. Based on the by-laws we take owners and tenants first vs proxy. Jeff has been great but we need to fill with owners and tenants first. Everyone goes on the nominating ballot - if Jeff is not going on there then you can't get Leanne Jankowski (Shirley Nigro (Owner), Brad Trzeciecki (Owner), Derek Geib (Owner), Marty McDonald (Owner) Gilbert Mulcahy (Owner) – Rick, 2 different things we're addressing. By-laws state that article 4 subsection 3a – because proxy has a desire to be on doesn't have to be put on by board. ACTION Lisa to check on Marty has tax responsibility within the BID.

Ballot to go out in paper form by Barb immediately. Barb asked Lisa for contact for vendor to send mailing out, Lisa to send today. Original quote was \$75.

1. IMS – print (2 Ballot and invite) stuff, stamp and mail (approximately \$75)

iii. Awards – volunteers:

Brett Frank (Genesee County), Shirely Puleo (Salon Miaou) , Arlana Pathammavong (Sunnys), Britney Walker (Genesee Valley Penny Saver).

ACTION: Jen to send out email on request and submission of volunteers

For Businesses: send email to everyone. Note should be taken to the sponsorship amounts that are given to the BID. Kristine has numbers regarding in sponsorship. Several - not fond on sponsorship idea. Not the right way to do it. Leanna and Jen will get together and put something out. Beth has some input on this too. Will get that out.

IV. Finance – Kristine Duran

- a. I owed Jan and Feb numbers – here they are
- b. City account – Capital Projects – 3/31/19 Kristine will ask update from Lisa Neary
- c. End of year 3/31/19
- d. Reconcile October – Feb – spent 5 hours with Barb last night going over misc.
- e. Operating acct: 10,800 Feb 2019 see attached
- f. Event Profit end of Jan 55K changes on 3/31/19 see attached
- g. Jan numbers: see attached
- h. Feb P&L: see attached – typical for this time of year
- i. P&L April 2018 – Feb 2019 – See attached
- j. Next report will be at annual meeting this will be very similar to what is front of you now that goes to March 25th
- k. Kristine stated Barb knows Quick Books and Kristine will sit with Barb while she enters to confirm everything is done correctly. Biggest thing was accounted for.
- l. How did public market effect this? The 19K was a pass through. It did not hurt us in an operating. 33K in expense with grant administration. Short 14K came out of our operating expense – that’s the big difference.
- m. Motion to approve – John Bookmiller and second Wesley Bedford

V. Promotions

- a. Did not meet in March. Barb will be sure to have one in April
- b. ACTION Febrewary – P&L – Barb did not attach. Please email the P&L for Febrewary out to board. Kristine - let’s wait for March 31 so we can send all events out. When we close the year, balance April statement. Can provide on every event for entire year. Asking for this because we wanted to know how Febrewary did and we are now at the end of March.
- c. Wesley - DRI: - April 1st decision on applicants by BDC. Will have detail on approval and where everything is at in April Board meeting
- d. ACTION - Barb please pass list around for Jackson Square Volunteers for Board members. (Barb) already did that. (Jen) no for the board members not bid members. BARB – please get that out to board members.
- e. Annual Meeting it’s all set – Barb.

VI. Other: Does anyone have anything else to discuss. No.
We will now move onto an executive session.

Tom Turnbull exited the room 9:30 a.m.

VII. Executive Session to discuss employment matters regarding the BID Director, Barb Dietrich – Leanna Di Risio made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion discipline, suspension, dismissal or removal of a particular person or corporation)

Seconded by Patti Pacino, the vote was recorded as follows:

John Bookmiller, nay

Don Brown, nay

Wesley Bedford, nay

Kristine Duran, nay

Joann Baiocco, nay

Patti Pacino, nay

Rick Mancuso, aye

Lisa Casey, aye

Jennifer Gray, aye

Marc Johnson, aye

Tina Rose, aye

Leanna Di Risio, aye

There was no consensus among board members to enter into executive session.

Jennifer Gray stated, if the board does not enter into executive session then we will have an employment discussion about our director Barb Dietrich in public session and it will be recorded in our minutes.

She further stated she does not feel comfortable discussing an employee's performance in an open session meeting.

Patti Pacino said she was confused because she was unaware that there was an employment discussion that needed to take place in executive session

Jennifer Gray said, if this is not how you want to proceed (executive session) then what do you recommend us to do?

Marc Johnson stated that the board should continue to follow the committee on open government regarding executive session, agreeing with Jennifer Gray.

John Bookmiller said, I don't feel comfortable having Barb Dietrich (BID Director) step out. She is a board member. He asked to call for another vote to

enter executive session and allow Barb Dietrich (BID Director) to remain in the executive session and be part of the conversation.

Enter into Executive Session to discuss employment matters regarding the BID Director, Barb Dietrich – Leanna Di Risio made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion discipline, suspension, dismissal or removal of a particular person or corporation)

Seconded by Tina Rose, the vote was recorded as follows:

John Bookmiller, aye

Don Brown, aye

Wesley Bedford, aye

Kristine Duran, aye

Joann Baiocco, aye

Patti Pacino, aye

Rick Mancuso, aye

Lisa Casey, aye

Jennifer Gray, aye

Marc Johnson, aye

Tina Rose, aye

Leanna Di Risio, aye

Leanna Di Risio left the meeting.

Rick Mancuso made a motion to enter into Public Session Seconded by Patti Pacino and approved by all members.

Adjournment: 10:00 a.m.