



## Board of Directors Board Meeting

March 23, 2021 at 8:30 a.m. via ZOOM

Present: Don Brown, Beth Kemp, Derek Geib, Ken Mistler, Kourtney Kunichika, Carolyn Houseknecht, Rick Mancuso, John Roche, Andrew Maguire, Rachael Tabelski, Jeff Gillard, Patti Pacino, Tom Turnbull, Erik Fix

Excused: Peter Casey, Marty MacDonald, Marc Johnson, Wesley Bedford

Call to Order: (8:35 a.m.)

**I. Approval of Minutes:**

February 23, 2021 Board Meeting Minutes: P.Pacino made a motion to approve, seconded by J. Gillard and approved by all.

**II. Treasurer's Report:** B. Kemp reported on the financials for February 2021: Operating Account: \$5,510.08 Events Acct: \$59,037.13 Capital Acct: \$260,009.42. B. Kemp reports a transfer of \$4,000 from Events Acct to Operating Acct on 3/18/2021 for low balance in operating account. J. Gillard made a motion to approve the Treasurer's Report for February 2021, seconded by R. Mancuso and approved by all.

**III. Committee Reports:**

**a. Promotions Committee:** No Report. Committee did not meet in February.

**b. Design Committee:** B. Kemp reported that the finalized banner designs have been sent over to Mike Hodgins at John's Studio for print. Turn-around time is 2-3 weeks, and she will work with Rachael and Ray at the City to get them hung up.

**IV. Director Updates:**

B. Kemp reported that she is currently putting together the Annual Meeting Video and hopes to have it set by the last week of April. She requested that all Board members send a photo or head shot that she can use to introduce the entire board in the video. Beth asked all board members if they could have an in-person meeting in April; board members are all ok with meeting in person socially distanced on Tuesday April 27<sup>th</sup> at 8:30 AM. Beth will ask M. MacDonald for use of Generation Center. Jackson Square concert series is almost all booked for July and August concerts with one slot left August 27<sup>th</sup>. Fenton Farms will have the hanging baskets ready for spring and B. Kemp will put out requests for quotes on the planters. Beth and City of Batavia have been having some great meetings with the Public Market board. The Public Market has submitted an event application for this summer to be located across the street of Alva & Bank in the JCP parking lot. They will be looking for a permanent home by Summer of 2022 so initial discussions and looking at other options will occur in a meeting set for next week. Unfortunately we did not receive the NYS Downtown Anchor Grant for 6 Alva Place but will continue to look into other opportunities for assistance to the theater; possibly the Shattered Venue

Grant that opens on April 8<sup>th</sup>. B. Kemp would like to address having a financial review every year for the organization to stay fiscally responsible and current for grant opportunities, as well as a full audit every 3 years. Board agrees; Beth will follow up with Kathy Barrett at Freed Maxick to schedule. D. Brown reviews Beth's Annual Review and goals. P. Pacino makes a motion to approve Beth's Annual Review, seconded by R. Tabelski and approved by all.

**V. Chamber of Commerce: Tom Turnbull**

T. Turnbull introduces Erik Fix as the new Chamber of Commerce director and reports his last day is Friday(3/26). The Annual Awards event will be via video stream available starting this Saturday on Facebook and Youtube. The next workshop is a webinar on April 14<sup>th</sup> via zoom on "Managing Your Online Reputation".

**VI. City of Batavia: Rachael Tabelski**

R. Tabelski reported that the Jackson Square DRI project is moving forward with a public meeting for stakeholders to be schedule soon for overall design concept. The City of Batavia is looking to hire an Assistant City Manager and Director of Public Works. Mall roof-project 2 for the finalizing of the roof repair is going out to bid. Discussed the Federal CARES and what that means for unfreezing certain positions and additional funding opportunities.

**VII. BDC Updates: Andrew Maguire**

A. Maguire reported on project updates for both DRI and NY Main Street Grants. The BDC received a NY Main St Anchor grant for the Theater. Discussed Senator Schumer's Restaurant Revitalization Fund.

**VIII. Other**

**IX. Adjournment**

J. Gillard made a motion to adjourn the meeting, seconded by C. Houseknecht and approved by all. Meeting adjourned at 9:07 AM.

**Next Meeting will be on Tuesday, April 27th, 2021 at 8:30 AM @ Generations Center (Center St)**

Minutes respectfully submitted by: Beth Kemp