

Elmira Downtown Development

Minutes of Board Meeting

February 14, 2018

Attendees: Chris Karam, Adam Bunce, Christopher Coletta, Denise Allen, Jennifer Miller, Kristina Cadwallader, Dr. Mitch Pearce, Janis Witchey, Pam Brayton, Mayor Daniel Mandell, Kylene Kiah, Jennifer Swain

Absent: Brent Stermer, Donna Tangorre, Mike Collins, Michael Mitchell

Staff: Jennifer Herrick, Marcia Tinker, intern Rebecca Didonato

ACTION ITEMS

Call to Order: Chris Karam called the meeting to order at 12:05 pm. Chris introduced new board members Kylene Kiah, Jennifer Swain and Elmira College intern Rebecca Didonato.

Minutes: The December minutes were accepted with all in favor. Dan Mandell motioned to accept the minutes and Christopher Coletta seconded.

Financials: Christopher Coletta reported on financials which are now in a new detailed format. EDD is under budget one month into the year as there has been lower payroll currently. Financials were approved, motion by Denise Allen and second by Christina Cadwallader.

INFORMATION ITEMS

President: Chris Karam stated that the director's review is now on schedule and in process.

Director's Report: Jennifer Herrick submitted a four page activity report to the board and will be doing so before all future board meetings. Committees - Kylene Kiah was introduced as the chair of the Arts & Culture committee. The Marketing Assistant position is now in the interview process. New branding for the Downtown District is now being developed. The Social Media Taskforce is developing positive news on Elmira. Sponsorships for events are being received. Chris Karam mentioned the new developers, contractors and merchants now in the downtown area are perfect new sponsors to attract to EDD's events.

Other Business: Board members were asked to sell 5 tickets each for Taste of Downtown and to donate 2 bottles of wine for the wine pull. The Winter AA5 was applauded as a great success. EDD will have a table at Enactus Expo on March 8.

The meeting was adjourned by Chris Karam at 12:37. Motion by Denise Allen, second by Dr. Pearce.

Respectfully submitted,
Marcia Tinker