**Elmira Downtown Development**

Minutes of Board Meeting

October 2, 2019

Present: Chris Karam, Emma Miran, Dan Mandell, Brent Stermer, Kristina Cadwallader, Donna Tangorre, Denise Allen, Mike Mitchell, Chris Giamichele, Chris Coletta, Janis Witchey, Adam Bunce

Absent: Kylene Kiah, Mitch Pearce

Excused: Jen Swain, Pam Brayton, Mike Collins, Courtney Woods

Staff: Jennifer Herrick (had emergency-12:25 return), Katie Boland, Kianna Melvin

ACTION ITEMS:

Call to Order: Chris Karam called the meeting to order at 12:01pm

Chris introduced Kiana Melvin – EDD intern from Elmira College

Minutes: Everyone read the minutes from August. Dan Mandell motioned to accept the minutes, Kristina Cadwallader seconded. The August minutes accepted with all in favor.

Financial Report: Chris Coletta: revenue is right on target. Events $2,600 in the black. Projecting $10-15,000 total revenue by the end of the year. The last two AA5’s are not reflected in this financial report and netted more than $7500. Janis Witchey motioned to accept the financials, Denise Allen seconded. Financials accepted with all in favor.

Budget Approval: Chris Coletta explained the budget and answered any questions. Chris Coletta motioned to accept the Budget. Dan Mandell seconded. All voted in favor to accept 2020 budget.

Denise Allen discusses EDD takeover of the Elmira Downtown Holiday Parade beginning in 2020. Kristina Cadwallader motioned to accept the ownership, Adam Bunce seconded. Brent Stermer added compliments about Community Banks involvement. All voted in favor of EDD accepting ownership of Elmira Holiday Parade. Denise Allen abstained from the vote.

Resolution from the City of Elmira: $15,000 CDBG Fund. Denise Allen motioned to accept the grant, Donna Tangorre seconded. Grant was approved with all in favor. Abstainers: Dan Mandell, Emma Miran, Brent Stermer

Directors report: Katie Boland

* ESPF Committee met - moving to East Water Street, Lake Street area because of Water Street construction.
* Secret Garden was planned and cancelled because of weather issues
* Wisner is over and went really well this year. Next year will be even better
* Our AA5 was fantastic. Thank you to everyone that helped to make it the best of the season
* Fall AA5 being planned at Holiday Inn on November 29th
* Trunk or Treat coming up 10/18. Janice threw down the gauntlet to try to get board members to help
* Home for the Holidays, New Visions helping again and have more kids than last year = more windows
* “Wisner in Winter” coming. Working out the kinks now.
* Shamrock- we are trying again this time with no gaps
* Elmira College Cleanup Downtown was a great event with so much participation.
* New partnership with EC for the Octagon Fair, including our tent with Scavenger Hunt
* Jenn working on many grants for the district
* Street Ambassadors is a new concept we are working on with DT businesses

Other business:

Mike Mitchel asked if we had a central location for potential downtown business to go to when looking for a place downtown. Brent Stermer said it is not at the moment. Janis Witchey spoke saying that Jenn is working on that project with Kianna Melvin right now.

Chris Karam mentioned the work coming up on Lake Street, it’s a go and it is exciting news.

Next meeting: November 13th Will be about 2 hours with budget review and Strategic Planning meetings after Board Meeting

The meeting was adjourned at 12:36pm by Chris Karam. Motioned by Dan Mandell, seconded by Denise Allen. Lunch from Ill Eagle Tap house.

Respectfully Submitted,

Katie Boland