



Elmira Downtown Development, Inc.
400 E Church St.
Elmira, New York 14901

PH: 607.734.0341
www.elmiradowntown.com

MINUTES OF THE MEETING

EDD Board Meeting Minutes
Wednesday, September 13, 2023

210 W. Water St. (Chamber had water in the basement)
Elmira, NY 14901

ATTENDEES: Kristina Cadwallader, Chris Colleta, Liz Fennell, Chris Giammichele, Jennifer Herick, Xavier Mustico, Courtney Shaw, Janis Witchey, Courtney Woods, Mike Collins, Emma Miran, Mike Mitchell

ABSENT: Emily Blauvelt, Dan Mandell, Jen Swain

STAFF: Kylene Kiah, Debbie Knoll

CALL TO ORDER:

President, Kristina Cadwallader called the meeting of Elmira Downtown Development, Inc., to order at 12:06PM. Approval of August 2023 EDD board minutes. Motion made by Chris Colleta, 2nd by Janis Witchey

FINANCIALS: *Courtney Woods:* Meeting with the City in October regarding the assessment. Next meeting is to review 2024 budget. Motion to accept report made by Liz Fennell, 2nd by Mike Mitchell.

EXECUTIVE DIRECTORS REPORT: *Kylene Kiah;* Kylene thanked Debbie Knoll for her two months of service. The Board agreed to two months and will be moving forward with a temp agency for a replacement. Alive After Five went well overall. WMC North and The Social Club will most likely apply next year for AA5. Looking to put up “No Smoking” signs next year on tables and the beer truck and will discuss further with the Executive Committee. This year we ended Wisner the first week of September. Last year we went to the end of September, however the weather got cold and only two food trucks showed up. Joe with J’s Gourmet Popcorn will join the Wisner committee next year along with Kelly Mann from Mann’s Country Gardens. CDBG provided signage for Bella Denti Whitening and Riverside Suites. Green Streets provided flowers again this year. Winter greens will again be provided by Manns Country Gardens. It was mentioned that Empire Sports is going into the former Trinity Episcopal Church. Kylene submitted a letter of support for the Smart Growth Grant and was asked to be on the committee. STEG applied for the New York Main Street Grant on our behalf. Kylene and Kristina will be attending a meeting on how to hold Board meetings. Received City approval for purchase of Dickinson St parcels and will follow up once we hear from the citys lawyer on next steps.

Mike Mitchell asked if the vendors did well overall at Wisner. Kylene stated that they all did well. We have a big opportunity for craft vendors which is difficult because many vendors work a 9-5



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job. Perhaps we can get sponsorship for vendors. Kyleene stated she made a mistake at the beginning of the year by accepting applications from two hotdog vendors, however they both did very well and both said they will return. Veterans Affairs received a grant for food vouchers and distributed \$10 food vouchers to any veteran, VA ended up applying for the grant again mid season because it was so well received. Budget allowed us to provide free YOGA on a few occasions. Reading Partnership was back again this year and suggested themes for next year.

NEXT MEETING: Executive Committee October 4th at noon via zoom.
Board Meeting, October 11th at noon. Chamber of Commerce building, lower level. Lunch will be from Siam Elephants sponsored by Hilliard Corp.

ADJOURNMENT: A motion to adjourn was made at 12:23PM by Courtney Woods, 2nd by Mike Mitchell.

Respectfully submitted,

Debbie Knoll