

Downtown Belmont Development Association

Board of Directors Meeting Minutes

City Hall Centennial Room

August 17, 2017 @ 8:00 a.m.

Members present:

<input checked="" type="checkbox"/> John Church - Chair	<input checked="" type="checkbox"/> Julie Seligman	<input type="checkbox"/> Christina Moose
<input checked="" type="checkbox"/> Patricia Farmer	<input checked="" type="checkbox"/> Shelley DeHart	<input type="checkbox"/> Doug Gadd
<input checked="" type="checkbox"/> Ryan Schrift	<input type="checkbox"/> Adrian Miller (SD alt.)	<input type="checkbox"/> Ted Hall
<input checked="" type="checkbox"/> Angela Street		

Staff present: Vicki Davis – Downtown Director, Janet Schafer- Planning Technician

Guest – Jennifer Church

Meeting was called to order by Chairman John Church at 8:12am.

Adoption of Minutes

In consideration of the July 20, 2017 minutes, a motion to approve was made by Angela Street, seconded by Julie Seligman, and unanimously approved.

Shelley DeHart reported two board seats to be appointed by Council. One board term expires at end of September, 2017 and the other currently vacant term will expire at the end of September, 2018. These positions will be advertised to the public.

Financial Report

- Downtown Director Vicki Davis provided the financial report for review stating that both Criterium and the Party in the Park Concert Series realized a profit. The current balance of available funds is \$14,249.72, which will be helpful in considering activities during the upcoming planning workshops.
- Davis met with CPA, Rod Smallwood to discuss end of the fiscal year tax filing and financial reports and recommends hiring Smallwood to provide this service. Shelley DeHart motioned to approve up to \$1,000 to cover this expense and the motion was seconded by Patricia Farmer with a unanimous vote to approve.
- Davis reviewed the Party in the Park Concert Series financial sheet, reporting a net profit of \$1,849.14. Discussion revealed that the profit would have been much more if special event, rain out insurance had been purchased which would have covered two of the four concerts.

Ryan Schrift exited at 8:25 am

Committee Reports – No report provided. .

Chair Report – No information to report.

Staff Report

- Parks & Rec Request: Zip Stowe, Director of the City of Belmont Parks and Recreation Department has requested to use the DBDA 501 c3 Organization to receive donations to purchase new play area equipment. This project has an expected cost of \$100,000 and the City

of Belmont will help fund this project as well. If all of the money is not raised for this project, the DBDA will not be required to pay for the excess. Julie Seligman stated that a 501c3 identification number can only be used once per year to apply for some grants and expressed concern that DBDA may be ineligible for applying for some project funding. Vicki Davis recommended that DBDA will allow the Parks and Recreation department to receive donations using this 501c3 ID, with the condition that the DBDA must review and approve all grants that the Parks and Recreation Department intends to apply for using this 501c3 ID. Julie Seligman made a motion to approve this recommendation. The motion was seconded by Patricia Farmer and was unanimously approved.

- Belmont Criterium: Discussion occurred of continuing the Belmont Criterion event to generate funding and tourism to for City of Belmont. Group is seeking sponsor for this event. Vicki Davis will continue to reach out to Caromont Health but has not received a response. Vicki Davis, Julie Seligman, and Patricia Farmer agreed to contact Carolina's Health Care System for sponsorship. John Church agree to contact Novant Health about providing a sponsorship as well. Discussion of holding the Belmont Criterion will continue when sponsorship is secured.
- 2018 Downtown Concert Series: Vicki Davis stated that the City Manager has requested that two people be appointed to represent the DBDA on a collaborative committee to discuss the 2018 downtown concert series. Following discussion, Jennifer Church and Patricia Farmer were appointed to the committee.

New Business

- Jennifer Church mentioned that downtown Gastonia has a box with notices for concerts and events that patrons can access at any time. She would like to do this in Downtown Belmont.
- Jennifer Church recommended that the DBDA apply for the Johnson and Wales internship program through their Sports, Entertainment, and Event Planning Major. This program would offer interns to help with events at no cost. Patricia Farmer made a motion to approve, Angela Street seconded this motion, and this was approved with a unanimous vote.

Adjournment

Having no other business, Chairman John Church adjourned the meeting at 9:07 am.