

DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

**Board of Directors Meeting
Rensselaer County Regional Chamber of Commerce
90 4th Street, Troy, New York
Thursday, June 16, 2022 – 8:30 AM**

Present: Matt Callahan, Dave Gardell, Sarah Caciola, Seamus Donnelly, Kate Manley, Marie Gavazzi, Angelo Grasso, Sam Toews, Astri Bryce, Theresa Van Dyne, Vito Ciccarelli

Via Zoom: Jeff Mirel, Jamie Magur, Genika Blandshaw, Kim Fredericks

Staff: Geoff Brault, Olivia Clemente

Absent: Mayor Patrick Madden, Dylan Turek, James Kehoe, Kerry Fagan

MINUTES

· Call to Order at 8:36am

Matt Callahan

• Secretary's Report

Sarah Caciola

- Review of May minutes. Motion to approve made first by Kate Manley and seconded by Seamus Donnelly, all others approved, none opposed.

• Treasurer's Report

Geoff Brault/Dave Gardell

- Review of May 2022 financial reports. Makers Market vendor fees total is \$1,675, represents one-quarter of the total amount. Staff wages is normal. Accountant's fees are higher due to payment of first installment of financial review which is being done in place of an audit; will be around \$6,000 total. Food expense of \$450 represents costs associated with breakfast at annual meeting. Employee advance of \$700 was provided to Trevor who was out of the office for a few weeks due to illness. Geoff reports the BID is on track for the year with dollars vs. expenses.

• President's Report

Matt Callahan

- Board Member Expectations – Review and discussion on proposed Board Member Expectations document. Any proposed changes can be communicated to the board president.
- Board Committee Assignments – Geoff has prepared a list of the committees and assigned board members accordingly. Please see Geoff if you'd like to make a change.
- Changes/Additions to Bylaws – review proposed changes to bylaws. Changes proposed included Article IV, Section 4 to remove the three-year term limit for executive committee positions, and Article II, Section 7 providing guidance on elections when a candidate rescinds their candidacy after ballots have been printed and voting has started. Motion to approve changes to bylaws made first by Seamus Donnelly and seconded by Kate Manley; all others approved by verbal aye, none opposed. The motion was passed.
- Election of 2022 Executive Committee – The following Executive Committee positions were voted on: Matt Callahan as President, Jeff Mirel as Vice President, Dave Gardell as Treasurer, and Sarah Caciola as Secretary. Committee members were excused, and a vote was held. Motion to approve the 2022 Executive Committee made first by Sam Toews and seconded by Vito Ciccarelli; all others approved by verbal aye, none opposed. The motion was passed.

• Executive Director's Report

Geoff Brault

- Fundraising and Sponsorship Update – update provided by Geoff Brault. To date there have been \$13,500

in funds received; another \$32,500 has been committed, and there is \$26,500 in pending contributions, plus additional in-kind sponsorships.

- Beautification Equipment Update – a replacement Bobcat vehicle has been rented for the summer at a cost of \$800 per month. Geoff is looking to sell the current vehicle; anyone who knows someone who may be interested in purchasing it should contact Geoff. There has been \$7,500 spent on maintenance and repairs to the current Bobcat in recent years. Sach, a local company, can build a new electric vehicle but it may take up to one year due to supply chain issues.
- Downtown Revitalization Initiative Update – The DRI loan fund has evolved into a grant fund, providing \$600,000 to be available for façade improvement grants, and to be run by the LDC. The BID will help select projects for funding.
- Downtown Quality of Life and Safety Update – Geoff Brault and Dave Gardell met with Mayor Madden and Deputy Mayor Chris Nolin to discuss downtown quality of life issues. Geoff reports there are no funds available from the city for graffiti remediation. New lights are being installed. City states that they need community members to report crimes when happening and to inform crime analysts of areas of concern; city investigators can allocate resources as needed. An in-depth conversation ensued regarding these issues and concerns were raised by board members and business owners. Recommendation was made to draft a letter to the city to highlight the concerns, and/or to set up a separate town-hall style meeting to discuss concerns among the community.

- Events Report

Geoff Brault/Olivia Clemente

- River Festival – scheduled for Sunday, July 17th from 11am to 5pm.
- Rockin’ On The River – Concerts have been scheduled for the following Wednesdays: July 20, August 3, August 17, and August 31.

Meeting Adjourned: 10:03am
BID Board Minutes 6/16/2022