



A meeting of the St. Joseph Downtown Community Improvement District board of directors was held on **Thursday, April 23, 2020** from 8:55 am to 9:30 am via teleconference. The following minutes were created by Christy George, Downtown Liaison.

Call to Order: Chairman, Ron Barbosa called the meeting to order at 8:55 am.

Roll call: Due to Covid-19, following the St. Joseph Health Department guidelines the CID meeting was held by teleconference. Ron Barbosa, Joe Houts, Teresa Fankhauser, Brett Carolus, Pat Dillon, John Spencer, and Bobbi Jo Hausman. Guest, Shay Homeyer.

*****Approval of Meeting Minutes:** Joe made a motion to approve the meeting minutes as written, Bobbie Jo seconded the motion. Motion carried unanimously.

Financial Report: Joe gave a review of the financial reports and a copy of these reports will be kept on file in accordance with the retention requirements.

Shay Homeyer suggested adding Grant/Sponsorships as Vendor Payables, to record money earmarked for grants and sponsorships. This will help with accountability and budgeting and mitigates the risk of duplicate payments.

*****Motion made by Teresa to approve the financial report, claims attached, invoices and budget. Motion seconded Bobbie Jo, motion approved unanimously.**

Downtown Business Recovery Ideas: Ron presented a Downtown Recovery Plan, in response to the COVID-19 pandemic. Discussion was held on how to properly carry out the plan and how much money will be allotted. A decision was made to focus the plan on existing downtown retail and restaurant establishments. Christy will prepare this list from the Sales Tax Distribution Report and present to Joe and Teresa. Joe and Teresa will then work on the grant application and or plan to allocate the money accordingly. Discussion was also held on tabling the Gift Card Incentive Program, presented and researched by Christy George, until the Downtown businesses have reopened. It was agreed this could be a positive marketing campaign.

*****Motion made by John to approve \$12,000 for the Downtown Business Recovery Plan, motion seconded by Teresa, motion approved unanimously.**

Concession Building Management Agreement: A brief discussion was held during the Financial Report to pay the Concession Building insurance and continue to monitor the insurance and revisit once the RFP has been awarded, at which time the current insurance policy would be cancelled and CID would be refunded.

*****Adjourn:** Motion made by Joe to adjourn the meeting at 9:30 am, seconded by Pat. Motion was approved unanimously.