

Minutes

April 25, 2019

A meeting of the St. Joseph Downtown Community Improvement District board of directors was held on Thursday, April 25, 2019 from 8:36 am to 9:42 am at the Allied Arts Council conference room, 128 S. 8<sup>th</sup> St. Directors present were: Ron Barbosa, Joe Houts, Pat Dillon, Teresa Fankhauser, John Spencer, Bobbi Jo Hausman and Rhabecca Boerkircher. Directors absent were: Brett Carolus.

**Call to Order:** Chairman, Ron Barbosa called the meeting to order at 8:36 am.

**Approval of Meeting Minutes:** Pat Dillon made a motion to approve the meeting minutes as written. Joe Houts seconded the motion and the board voted in favor (6-0).

**Financial Report:** Joe Houts gave the board a report on the finances of the organization. John Spencer inquired as to whether the board wants to continue with the website. The board determined that they should wait and see what transpires with the consolidated website prior to making that decision. Joe Houts presented the proposed budget for 2019-2020 and explained the rationale for the data included in the report. After discussion, Teresa Fankhauser made a motion to approve the proposed budget. Bobbi Jo Hausman seconded the motion and the board voted in favor. Rhabecca Boerkircher told the board that the insurance on the concession building is due on May 1<sup>st</sup> and there currently is not enough money in the concession building account to cover the billed amount. The board discussed the situation and decided that they need to get a contract in place with the Downtown Association for management of the facility. After discussion, John Spencer made a motion to pay the insurance bill. Joe Houts seconded the motion and the board voted in favor.

**Grant Requests:** The board discussed the grant proposals by the Downtown Association to sponsor the “Sounds of Summer” Concert series. Ron Barbosa explained to the board that he requested that Rhabecca Boerkircher provide copies of the other sponsorship packages available. After discussion by the board, John Spencer made a motion that the St. Joseph Downtown Community Improvement District sponsor “Rock the Park” at the diamond (\$500) level and the “Sounds of Summer” Concert series at the gold (\$600) level to be paid after the Downtown Association releases their financials.

**Maintenance Bid:** Rhabecca Boerkircher told the board that they only received one bid back from the RFP that was sent to six companies. Grass Roots was the only bidder and he will do the services for the same price as he did last year. Teresa Fankhauser made a motion to approve the bid as presented. Joe Houts seconded the motion and the board voted in favor (6-0).

**Other Business:**

**Food Kitchen Building:** Pat Dillon told the board that Rick Gilmore has submitted the high bid for the downtown building. It needs to be approved by the city council before it is official. He said that they still are raising money for the new building.

**Sculpture Walk:** Teresa Fankhauser told the board that they will be installing 19 sculptures this year. Board members are invited to a reception to be held on June 14<sup>th</sup> at Room 108.

**Bench Dividers:** Rhabecca Boerkircher informed the board that Hillyard's doesn't have the capacity to powder coat the dividers so she will get a bid on getting that done. John Spencer said that the parks department will put them on.

**Adjourn:** John Spencer made a motion to adjourn at 9:42 am. Bobbi Jo Hausman seconded the motion and the board voted in favor (6-0).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rhabecca Boerkircher". The signature is fluid and cursive, with a large initial "R" and a long, sweeping underline.

Rhabecca Boerkircher  
Executive Director