



**Downtown Advisory Board**  
**Regular Monthly Meeting - Minutes**  
**January 08, 2019 - Harrietstown Town Hall**

**1) Call To Order:**

- Meeting convened at 8:30AM, by Chair Tim Fortune.

**2) Roll Call:**

- Present: Chair Tim Fortune, Vice-Chair/Treasurer Adam Harris, Secretary Brandon DeVito, Kelly Brunette, CJ Hagmann, Diane Litynski.
- Absent: Kathy Steinbrueck, Greg Moore.
- 6 members present; Quorum met.
- Also Attending: Jamie Konkowski (Community Development), Melinda Little (Village Trustee).

**3) Guest Speaker**

- None.

**4) Items For Board Action:**

- Approval of Minutes from December 04, 2018
  - *Motion to approve minutes by Adam Harris. Diane Litynski seconded. Motion carried.*
- **Discussion**
- DRI Update:
  - Jamie gave the dates of the next committee meeting, group meetings, and open house; along with a general overview of progress to date.
- Village Board Reports:
  - Melinda gave a report of the last board meeting and gave dates of the next meeting.
  - Melinda has been pointed as the liaison between the DAB and the village board.
- Mixer results
  - A great time was had by all, the Blue Moon did a fantastic job.
- Annual Mixer:
  - Tuesday December 18th at Blue Moon Cafe from 5:30-7:00. Our budget is \$250.
- Voting for Officers:
  - CJ Hagmann nominated Adam Harris for Vice Chairman and Treasurer. Adam Harris accepted the nomination.
    - *Motion by CJ Hagmann to appoint Adam Harris as Vice Chairmen and Treasurer. Seconded Diane Litynski. Motion Passed unanimously by voice vote.*
  - Adam Harris nominated Brandon DeVito for Secretary. Brandon DeVito accepted the nomination.
    - *Motion by Adam Harris to appoint Brandon DeVito as Secretary. Seconded CJ Hagmann. Motion Passed unanimously by voice vote.*
  - CJ Hagmann nominated Tim Fortune for Chairman. Tim Fortune accepted the nomination.
    - *Motion by CJ Hagmann to appoint Tim Fortune as Chairman. Seconded Adam Harris. Motion Passed unanimously by voice vote.*
- New Board Member recommendation
  - 3 letters of interest were submitted
  - Diane Litynski nominated Jeremiah St. Louis for the open board seat. Adam Harris seconded.
- Budget Report

- Adam Harris reported that we have \$105 in our budget.
- February Workshop lead by Jamie
  - Tentative date of Thursday February 14th, location TBA. Jamie will send out details, and homework ahead of time.

**6) Old Business:**

- None.

**7) New Business:**

Tim spoke about a Board self evaluation, and about attendance at meetings and events.

**a) Committee Report - Organizational:**

- The committee is looking for another member.

**b) Committee Report - Economic Development:**

- Adam spoke about keeping in communication open when properties became available.

**c) Committee Report - Design:**

- Kathy is on vacation, Tim spoke about the last meeting. An inventory of downtown benches, trees, bike racks, etc; will occur January 17.

**d) Committee Report - Promotion:**

- Diane spoke about how the committee plans to promote the village outside of the village.

**8) Adjournment:**

- Meeting closed at 9:30AM.
- Next meeting February 14, 2019

Respectfully submitted,



Brandon DeVito  
Secretary - January 8, 2018