

DOWNTOWN ADVISORY BOARD
Regular Meeting Minutes
January 8, 2020
8:30 AM

1) CALL TO ORDER

- Meeting convened at 8:32am by Chair Tim Fortune.

2) ATTENDANCE

- Present: Tim Fortune, Adam Harris, Kelly Brunette, and Brandon DeVito
- Absent: CJ Hagmann, Diane Litynski, and Kathy Steinbrueck
- Also Attending: Jamie Konkoski, Cassandra Hopkins, Melinda Little, and Patrick Murphy

3) ITEMS FOR BOARD ACTION

- Annual Meeting – select officers
 - Tim thanked those board members that decided to stay on for an additional term: Adam, Brandon, and Kelly.
 - Adam made a motion for Tim to be Chair, seconded by Brandon, all in favor, Tim is appointed Chair.
 - Tim made a motion for Adam to be Vice Chair, seconded by Brandon, all in favor, Adam is appointed Vice Chair.
 - Chair-Tim Fortune
 - Vice Chair-Adam Harris

4) DISCUSSION

- DAB subcommittees are no longer needed. With the restructuring of DAB, board members will focus on the list of tasks at hand and apply their skills and individual interests to volunteer for specific projects/initiatives.
- Discuss brainstorm results from the work session
 - Jamie created a list of prioritized brainstorm issues/concerns for the board to review and decide on potential future actions. She stated that the list is not solely what DAB will do, as other potential actions come up from working with other groups, such as the Village Board, DAB can take on additional projects.
 - Jamie will edit the list and create a DAB Action Plan based on the discussion.
- 2020 Meeting Schedule
 - Adam made a motion to meet on the second Tuesday of each month for the year at 8:30am, seconded by Tim, all in favor, meeting schedule for 2020 is set.
- New board member recruitment
 - The ByLaws allow for up to 9 volunteer board members. DAB currently has 7 active members.
 - Jamie stated that if the Board is going to recruit new members, a general call needs to go out via email and social media.
 - Tim has already reached out to an individual and will have her send in a letter of interest.
 - Brandon suggested putting out a call with the deadline of the end of the month.
 - Kelly suggested including a call for someone with promotion development and fundraising skills.

- Tim stated that a call for new DAB members will go out and letters of interest will be due by the end of this month so that the board can review and discuss at the next meeting.

8) ADJOURNMENT

Meeting closed at 9:54am.

Next meeting is scheduled for Tuesday, February 11th at 8:30am.