

CITY OF LEBANON
DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD
February 10, 2020

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon, Missouri, met on February 10, 2020 at 8:15 a.m. in the City Hall Council Chambers located at 401 South Jefferson.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following board members were present: Gay Boston, Ed Brackett, Amy Dent, Steve Hite, Ginger Johnson, Laura O'Quinn; Absent: Melody Allen, Michelle Boyer.

A quorum was declared.

Staff members and others in attendance: City Administrator Mike Schumacher, Administrative Assistant to the City Administrator Ashley Sicard, Promotions and Event Coordinator Jessica Fox, Lebanon REDI President Brian Thompson.

Minutes were taken by Administrative Assistant to the City Administrator Ashley Sicard.

APPROVAL OF MINUTES

Ginger Johnson moved and Ed Brackett seconded that the Board approve the January 13, 2020 meeting minutes as presented. Motion carried as follows: Yea: (6) Boston, Brackett, Dent, Hite, Johnson, O'Quinn; Nay: (0) None; Abstain: (0) None; Absent: (2) Allen, Boyer.

DISCUSSION ITEMS

Downtown Instagram Painting Project

There was discussion about the City supplying paint and materials and having the students paint on the side of Ginger Johnson's building. The next step of the project would be the design, which would be approved by the downtown business district board members.

DISCUSSION & ACTION ITEMS

Letters to Businesses for Main Street Executive Director Contributions

The letters were reviewed by the board members. Steve Hite and Administrative Assistant to the City Administrator Ashley Sicard would work on getting the letters mailed out. A motion passed unanimously to approve the Letters to Businesses for Main Street Executive Director Contributions.

Job Posting for Main Street Executive Director

Steve Hite said there had been one applicant so far and the position hadn't really been advertised yet. The job posting was reviewed, and City Administrator Mike Schumacher said the City would help post the job and HR could look over it as well to make sure everything was included. A motion passed unanimously to approve the Job Posting for Main Street Executive Director.

Water Tower Paint Colors


A motion passed unanimously to approve the Water Tower Paint Colors. Promotions and Event Coordinator Jessica Fox gave an update on Christmas on Commercial Street 2020 and the Food Truck Fun Day schedule. Fox stated that the dates for Food Truck Fun Day would be Friday, April 3, Friday, June 12 or Saturday, June 13, and Friday October 2 or Saturday, October 3. Fox also discussed a lighted Christmas Parade to kick off the event, additional lighting, sandwich boards for merchants, printed maps to hand out, a hashtag and snapchat filter for the event, and incorporating a Food Truck Fun Day with the Christmas on Commercial Street event.

ADJOURNMENT

Meeting was adjourned at 9:42 A.M.

ATTEST:


Secretary-Treasurer Ginger Johnson


Chairman Steve Hite

Minutes Approved March 16, 2020