

## **DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD**

### **Meeting Minutes of June 7, 2023**

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon met at 9:30 a.m. on June 7, 2023, at First State Community Bank, 101 W. Commercial St.

#### ROLL CALL, ATTENDANCE AND DECLARATION OF A QUORUM

Upon roll call, the following board members were present: Melody Allen, Gay Boston, Michelle Boyer, Ed Brackett, Steve Hite, Melissa Walker, and Chris Walters. Absent: Ginger Johnson and Amy Dent.

A quorum was declared, and the meeting began at 9:30 a.m.

Minutes were taken by Downtown Business District Executive Director Cynthia Coffman.

#### APPROVAL OF MINUTES

Chris Walters moved, and Melody Allen seconded that the Board approve the May 1, 2023, meeting minutes as presented. The motion carried unanimously.

#### Financial Report,

The Downtown Business District Fund report from the Lebanon Area Foundation was shared and briefly discussed. A copy of the City's May 2023 financials for Downtown also were distributed.

#### ACTION ITEMS

##### Facade Improvement Grant Reimbursement Request

The Board reviewed a recommendation from the Design Committee to reimburse David and Melanie Matlock for matching grants on 213 & 215 W. Commercial St., the original Act Two store and an expansion into the adjacent space to the west formerly occupied by Home Town Returns tax service. The Matlocks replaced the doors and frames and all windows and frames in both buildings. They supplied paid invoices for all the completed work and requested reimbursement of \$13,350. Gay Boston moved that the DTBD Advisory Board approve the Design Committee's recommendation and Melissa Walker seconded the motion. The motion passed on a unanimous vote.

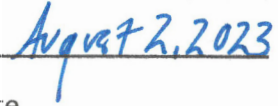
#### Adjournment

There being no other business, Ed Brackett moved and Chris Walters seconded that the meeting be adjourned at 9:55 a.m.

  
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President Steve Hite

ATTEST

  
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Executive Director Cynthia Coffman

  
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Date