

CITY OF LEBANON
DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD
September 2, 2020

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon, Missouri, met on September 2, 2020 at 8:30 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, Michelle Boyer, Ed Brackett, Amy Dent, Steve Hite, Ginger Johnson, Laura O'Quinn, Chris Walters; Absent: Melody Allen

A quorum was declared.

Staff members and others in attendance: Downtown Business District Executive Director Ashton Light, City Administrator Mike Schumacher, Kim Light, Stacy Harrill, Joy Thompson, and Valerie Howe.

Minutes were taken by Downtown Business District Executive Director Ashton Light.

APPROVAL OF MINUTES

Ginger Johnson moved and Ed Brackett seconded that the Board approve the August 12, 2020 meeting minutes as presented. Motion carried as follows: Yea: (8) Boston, Boyer, Brackett, Dent, Hite, Johnson, O'Quinn, Walters; Nay: (0) None; Abstain: (0) None; Absent: (1) Allen

DISCUSSION ITEMS

Downtown Business District Website

Downtown Business District Executive Director Ashton Light discussed the option of utilizing a link on the Laclede County Record's website to the Downtown Lebanon Facebook page and holding off on creating a website until there is more content. The decision was made to go ahead with starting the process of the website but wait several months to let it go live.

Guidelines and Budget for Façade Grants

The decision was made to not have a set maximum on total budget spent on façade grants. Instead, wait and see what we need based on applications received. The maximum contribution toward the façade grants for each individual business was agreed on at \$10,000. Store owners can ask for less, but no more. Guidelines will be made to preserve the historic exteriors of buildings and on how applicants will be selected.

June Downtown Business District Budget

The monthly budget for June was discussed. It was agreed that the general annual operating revenue for the Downtown Business District is around \$30,000. Steve Hite

suggested getting more involved with where the money is being spent and utilizing the budget.

POSSIBLE ACTION ITEMS

Missouri Main Street Connection Grant Application

Light and Hite presented the opportunity to apply for a grant through Missouri Main Street Connection. The Downtown Business District would pay 40% at \$12,320. Missouri Main Street will then give the board their guidance and resources for two years, helping to form a strategic plan and implement that plan. Hite stressed that this will be a huge time commitment from both the board and that the board is looking to involve the community more. The board then took the following action.

Steve Hite moved and Chris Walters seconded that Light proceed with the letter of intent and the Missouri Main Street Community Empowerment Grant application process. Motion passed unanimously.

Assignment of Committee Chairs for Design, Promotion, Economic Vitality and Organization Committees

The following board members volunteered and/or were assigned by Hite to committee chairs. The co-chairs of the Design committee are Ed Brackett and Melody Allen. The co-chairs of the Promotion committee are Michelle Boyer and Amy Dent. The co-chairs of the Economic Vitality Committee are Chris Walters and Gay Boston. The co-chairs of the Organization committee are Ginger Johnson and Laura O'Quinn. The following community members present also volunteered to be on committees. Valerie Howe and Stacy Harrill volunteered to be on the design committee. Kim Light volunteered to be a part of the Economic Vitality Committee. Joy Thompson volunteered to be on the Promotion Committee.

ADJOURNMENT

Meeting was adjourned at 9 :59 A.M.

ATTEST:


Secretary-Treasurer Ginger Johnson


Chairman Steve Hite

Minutes Approved October 7, 2020