

CITY OF LEBANON
DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD SUBCOMMITTEE
September 9, 2019

BE IT REMEMBERED that the Downtown Business District Advisory Board Subcommittee of the City of Lebanon, Missouri, met on September 9, 2019 at 8:15 a.m. in the Laclede County Record located at 100 W. Commercial.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following board members were present: Ed Brackett, Gay Boston, Beth Chism, Steve Hite and Jason Waterman; Absent: Donna Karch.

A quorum was declared.

Staff members and others in attendance: Administrative Assistant to the City Administrator Ashley Sicard.

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

JOB DESCRIPTION FOR A DOWNTOWN BUSINESS DISTRICT DIRECTOR POSITION

Beth Chism disbursed and discussed the Downtown Business District job description. Ashley Sicard will send out the job description to the Downtown Business District Board members, so they could read the job description and be prepared to vote for approval at the Downtown Business District meeting on September 17th.

UPCOMING MEETING AND POINTS TO BE MADE

There was discussion about the letter to property owners and sending it by mail, going door-to-door and phone calls. There was discussion about how to pay the Downtown director by 1099 through the City of Lebanon to start out. A commitment sheet will be brought to the property owner meeting and there was discussion about having donation tiers for businesses to choose from. There was discussion about meeting topics for the property owners and letting them know about the anonymous donation and the potential for Downtown Lebanon.

ADJOURNMENT

Meeting was adjourned at 9:25 A.M.



Ed Brackett

Minutes Approved September 23, 2019