



## Board of Directors' Meeting

### Studio Momentum

Thursday, October 19, 2023, 9:00 am

### MINUTES

Attending: Jessica Martin, Tom Yennerell, Bonny Andrews, Mary Perry, Christin Craig, Kelen Beardsley, John Bond, Ted Cody, Neomi Lauritsen, Mike Martin

1. Call to Order-Tom Yennerell, President 9:04 a.m.
2. July 2023 and September 2023 BOD minutes Ted C/John B and unanimously approved
3. Requested Agenda Changes - none
4. Ex Officio Update:
  - i. MARC- none
  - ii. SRDC – none
  - iii. SRCOC- By way of Jessica, Taylor Drinker reports the Apple Festival was a great success. Next projects coming up: Light the poles, Downtown Holiday Program on Dec 1, and the Local Loyalty Program.
  - iv. TOS- Mike Martin filled the board in on the recent ordinance changes in town. He also relayed that our Zoning Administrator has a great manner with people and is very fair in his enforcements.
5. Committee Reports
  - a. Organization
    - i. **Treasurer's report** with Jessica;. Membership status is \$7,800

- ii. Bank accounts are up to date and reconciled
- iii. Discuss \$9.00 charge- Jessica explained the \$9.00 charge that was questioned at the previous meeting was service charge from an online donation and was included in the Copper Fox line items but was not deducted twice
- iv. Second quarter TOS funding requested on 10/2/202 and received in record time.
- v. Membership drive status stands at \$7,800.

Mary P/John B and unanimously approved

#### **b. Executive Director's report**

- i. Vibrancy Fund. Jessica is busy putting final touches on the document to Gary Holloway at the state. This first year of funding will be used towards capacity building.
- ii. "Rollin' On The River" youth event. This collaborative community event was well attended and the space at 100 River Street parking area was clean and wonderfully decorated. Although the middle school age children were harder to reach the younger sessions were well attended. Three consecutive Saturdays provided a free family activity for our children.
- iii. Downtown Holiday Program. December 1, 2023. Last year's event was attended by approximately 130 children. This year we are streamlining the program with families only needing to make one stop to pick up their map and pick out Knit Wit mittens at the same time. We will need volunteers- especially for crosswalk patrol. Weather and performing area permitting, Avant Vermont Dance will also be performing at the Woodbury Courtyard from 5 -5:30. Clafin Food will be at Comtu Cascade Park entrance.
- iv. Storefront window decorating contest (3, \$100.00 prizes) Letter will go out to downtown businesses to participate in this decorating contest. John B/Bonny A and unanimously approved

**c. Economic Development Committee** will be meeting soon.

#### **d. Design/Beautification Committee**

- i. The Adna Brown Mural info panel is completed and frame is being finished up by Ted Cody. HB Energy will install in November.
- ii. Alan Woodbury Courtyard Dedication; The family was very pleased with

the dedication. Thanks to Judi and Mike Martin for providing refreshments. Jessica (with Carrie Kellow's help) made a beautiful memorial handout for the occasion.

iii. Fall clean up happened with small group of dedicated people. The holiday wreaths will be hung the week of November 27 – more volunteers needed.

**e. Promotions Committee** Jessica working with Indelible about website updates

## 6. Old Business

a. Spring fundraiser: John Bond will be looking into potential high end/\$200/plate event at Copper Fox, maybe in March 2024? Mary also said that Design discussed a fundraiser/auction at their meeting. BOD then continued the possibility of spring auction in late April. Discussion included possible theme of "Historic Springfield" and funds to possibly be dedicated for permanent band shell at the park.

b. Springfield Trolley Idea-John B said he needs to do additional research

## 7. New Business-none

a. Alan Pinders' Memorial contributions – will be on next month's agenda

b. Non-Discrimination Policy; Policy is a good idea and basically mandatory for grant applications etc. Motion to put policy in place; John B/Ted C and unanimously approved

## 8. Executive Session

9. Next meeting Thursday, November 16, 2023 10:00 am via ZOOM

10. Adjournment 10:00

Respectively Submitted,

Neomi Lauritsen