

March 20, 2018

REGULAR MEETING MINUTES Downtown Rutland Partnership

Board of Directors

Glenda Hawley
Board President
Catamount Radio

Michelle Bailey
President Elect
Kelvans

John Zawistoski
Secretary
Ryan, Smith & Carbine

Eddie Ryan
Treasurer
Green Mtn. Power

Rebecca Buonadonna
Fruition Fineries &
Raw Honey

Stephen Montanez
VT Truffle Co.

Shannon Poole
Heritage Family CU

Jim Sabataseo
The Palms

Tammy Landon
The Gymnasium

Steve Willoughby
Home Alternatives

Betsy Franzoni
Franzoni Real Estate
Company

Katy Mungler
Castleton University &
RYP

Representatives & Liaisons

Michael Gauthier
RRA

Ray LaMoria
LAZ Parking

Will Notte
BOA

Partnership Staff

Steve Peters
Executive Director

Nikki Hindman
Events & Marketing

Glenda Hawley called meeting to order at 8:00 am

Guests: Mary Cohen (Chamber), Andy Paluch (Come Alive Outside), Russ Marsan (Carpenter and Costin)

Russ spoke to the board regarding the NE Shriners Association events happening in Rutland in September, including a parade. Between 800 and 1000 people are expected to come to downtown for the parade and other events. They are planning a block party and the COA/RRMC race is happening the same weekend as well. Steve P spoke about the event guide that is being developed that would significantly help organizations effectively plan their events when they come downtown.

Absent: John Z., Steve W., Betsy F.

Approval of Minutes: February minutes reviewed. Motion to approve minutes: Jim S, second Shannon P. **MOTIONPASSED.**

Treasurer's Report: Eddie reviewed February financials. Motion to accept treasurer's report: Rebecca B., second by Katye M. **MOTION PASSED.**

Committee and Program Reports

STREETSCAPE PROGRAM– Steve Peters/Michelle Bailey

- Pole banners on West Street are to be repaired with Green Screen.
- The Casella receptacles are in desperate need of repair. Steve is reaching out to them again.
- Applications are being accepted to fill the Sidewalk Maintenance Position. Bill will not be returning.

MARKETING – Steve Peters/Nikki Hindman/Shannon Poole

- Downtown website work continues. Aiming for an April launch.
- Aiming for a May launch of revamped merchant and community newsletters.
- Aiming for a June launch of a downtown app.

EVENTS – Steve Peters & Steve Montanez

- Event guide continues to be developed.
- Summer event planning is well under way. The FNL dates are July 13th, 20th and 27th. We are working with Eric Mallette again to manage booking of entertainment. Two of the three acts are now confirmed (8082 and Kat Wright) and we are just waiting on the third before we start to promote.
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BUSINESS DEVELOPMENT – Michelle B.

- Discussed two grant applications but decided to table any decisions on them until the April meeting.

EXECUTIVE DIRECTOR UPDATE – Steve Peters

- Steve is heading to the Main Street America conference and will report back on what he learns next month.

Old/New Business

- Old Business: None
- New Business: None
 - RRA: Mike reported that the board had approved the DRP request to make the audit biannual. The DRP will make funds available in support of the Downtown Transportation Grant for pedestrian improvements to West Street.
 - BOA: Will reported that committee assignments and liaisons were being assigned and he will remain the liaison to the DRP board.

Regular meeting was adjourned at 9:05.