



## Board Meeting Minutes

July 25, 2023 | 8AM

In attendance: Tammy Landon, Tiffany Walker, Eileen Coughlin, Brian Budrow, Jadziah DeRosia, Casey McNeil, Sunita Dholakia, John Zawistoski

Absent: Tiffany Saltis, Katy Munger, Eddie Ryan, Jessi Travers, Jennifer Usher, Kiana McClure

1. Call meeting to order at 8:05
2. Approval of the June board meeting minutes
3. No review of June treasurer's reports
4. Old business
  - i. DRP board meetings, we'd like to start meeting in person quarterly at the DRP office in the morning.
5. New Business
6. Liaison updates
  - a. Board of Aldermen
  - b. Rutland Redevelopment Authority - Ed Bove stepping into the RRA. Background and knowledge of Rutland, very forward thinking. Focus will be on downtown.

### 7. Committee reports

#### a. Business development

Have a few in the queue. Getting the proposals ready to present to the business committee. Once these are approved through the committee, they will come to the board for approval (likely through email).

ii. Kismet Kitchen will be a little lunch place where Grow Vermont used to be. Very close to opening. Grab and Go type lunch spot.

iii. Brian met with small business development a few weeks ago. Identified issues from the merchants including employee retention. Workshops that have been done by SBDC in the past are being reviewed to potentially offer in the next couple of months.

#### b. Events

FNL outdoor portion was cancelled but music was moved inside. Most of the lower section was full. Both bands were fantastic. Launched the merch at the event. Proceeds went to the police K9 association. Sold close to 20 shirts. Also sold stickers with the same design. Next FNL August 11th. The vendor list is lighter for the second one. Still planning on extending to Merchants Row. Volunteers are needed for August 11th. We need 4 people for the beer tent. Merch booth could also use some board members.

ii. Street Party: To make up for the last FNL, we are going to have some local talent Fright Night Live might be the theme in October for a fun event. Talking to Parks and Recreation on the Halloween Parade. We might want to do it sooner.

iii. Tree Lighting: Booked Santa Glen. He is very excited to come back out this year. Holding on Black Friday in November. Possibly a free holiday movie.

#### c. Streetscape



- i. Parks and Recreation have started their efforts. Cutting back weeds and large debris. It's a great partnership, and much more consistent than a parttime streetscape coordinator. Let the DRP know if anything looks like it needs attention downtown.
  - d. Alley Task Force is on hold through the CORI grant. Will be picked back up this week. Hopefully stringing up lights, more murals, Mentor Connector wants their kids to do a mural, might bring in a mural artist for a class.
  - e. Pilot Project in "tactical urbanism" to make improvements in cities. Crosswalk in front of the Opera House is the focus. Shorten the crosswalk with bump outs. Create a pinch-point for traffic to slow down, line of sight increased by deleting two parking spaces. Pilot will run for two months. Lines have been marked out. DPW will paint on Tuesday next week, or earlier depending. Brian sent attachment with drawing. Flowerpots will add some placemaking, beautification. Jaziah suggested the flag idea similar to what they have in Middlebury. Eileen suggested looking into the crosswalk in front of the Pyramid. Jaziah suggested looking into bike racks in the parking spots that will be deleted similar to Brattleboro.
  - d. Marketing  
Everything is set up for FNL. Tiffany went to the Guilford Welcome Center and set up a display. Will be up through the month.
8. Executive Director update
- g. Other business: Discussion of video for downtown, hiring an intern, possibly a video contest for downtown. Casey suggested a calendar photo contest.
  - h. New space: Demo is pretty much complete. Should be finished up in 3 weeks. Need to add walls, electrical, water, and floor installation. Looking to be done in current office by end of July. We'd like to move bigger furniture first and store the furniture in the front space. Jaziah box truck is available during the week.
  - i. Downtown Renewal is submitted. State Downtown Board was slated to have their meeting yesterday in Rutland/Poultney but it was cancelled due to the efforts in Montpelier. Moved to September 25th.
  - j. Job posting: Brian put in his letter of resignation. Last day August 11th. Would like to stay on as a board member. Will stay on parttime through the events season. Moving on to VTSU baseball. Tiffany is getting the job posted, likely by Wednesday of next week.
  - k. Board page on the website to be updated with new board members. Brian will reach out to each board member for a new picture and a blurb to add.