



## BOARD OF DIRECTORS MEETING MINUTES

Wednesday, September 4<sup>th</sup> 2024 | 7:30am

**Board Presence:** Ryan Dieringer, Jenna Hanson, Brad Remmen, Rhonda Urlaub, Danielle Winer, Jacob Nyen, Marsha Bushman, Ashley Fredrick, Amy Krogman, Vicki Tracy

**Staff:** Diane Gallatin,

**Excused:** Jill Lutz, Ben Bauer

**Unexcused:** Isabell Grethen

- I. **Call to order** – President Brad Remmen
- II. **Public Comment** - no comment
- III. **Recitation of the mission statement**
  - a. *“Our mission is to energize and strengthen Downtown Marshfield.”*
- IV. **Recitation of the downtown Marshfield brand promise**
  - a. *“Downtown Marshfield is the premier gathering place for county residents, supporting authentic local experiences in a unique setting.”*
- V. Brad offers update of hiring process, executive committee is work through applicants
- VI. **Committee Updates & Approval of Meeting Minutes**
  - a. Board Meeting - August 2024 meeting
  - b. Design Committee - August 2024 meeting
    - i. Lamar (Jason) has asked locations for the billboard - Danielle will reach out and determine details to bring back to promotion committee
    - ii. Worked on Welcome Back grant, approved 3 grants
      1. Awarded to:
        - a. Frederick Construction
        - b. Pure Glamour
        - c. 503 S Chestnut
      2. Looking for more from the Pawn Shop (Josh Lutz), may approve application in the future
    - iii. Discussed parking lot trash enclosures, will be added to agenda soon
  - c. Economic Vitality Committee - August 2024 meeting
    - i. Continuing to support newly filled spaces downtown, offering + supporting work on grant opportunities
    - ii. Taking a step back from arbitrage, deadline for grant dollars has passed
  - d. Organization Committee - August meeting
    - i. Worked on Hub City Days recap, presentation to the City Council went well
    - ii. Went over events for remainder of the year
      1. Beer Walk - Amy and Jill will be leading
      2. Need to start thinking about downtown awards event in January
        - a. Possibly have it at the Coven, shorter event/mixer

- e. Promotion Committee - no meeting
- VII. **Treasurer Report - Jake Nyen** - no update
  - a. Discussed financials of Hub City Days
  - b. Discussed Executive Director salary position
  - c. Discussed starting a foundation account at the Marshfield Area Community Foundation
- VIII. **Business to Discuss**
  - a. On Bid Board agenda for next meeting - ask for a scheduled, regular bid board percentage increase, need to determine the amount
  - b. Discuss offices change
    - i. *Amy makes a motion to vacate the front office in Coven building and Main Street will take the two smaller offices for the same rent, for Diane and Executive Director, board + committees will discuss in design of murals for walls outside of offices, second by Jake, abstain by Marsha, motion carries*
    - ii. In the next meeting, Design committee will discuss mural walls + dumpster enclosures
    - iii. *Ryan exits meeting*
- IX. **Recommend Items for future agenda**
  - a. Amy asked board to help find sponsors for Beer Walk
  - b. Brad encourages board to communicate about upcoming events and other details via email or text
- X. **Adjournment**