



**Wellington Colorado Main Streets Program
Board Meeting MINUTES
Board of Directors Meeting: Monday, September 26, 2022
Soul Squared Brewing Company & Zoom**

Call to Order

- Anita called the meeting to order at 9:12am

Roll Call

- Present: Nic, Megan, Anita, Mary, Erin L, Sarah, Emma, Tracey, Erin R
- Not Present: Roy
- Guests: Logan, Ayers Associates

Additions to or deletions from the agenda

- None, but note that the order of this agenda may meld together or change as we have conversations.

Conflicts of Interest

- None

1. Consent Agenda

- Approval of minutes from August 2022 meeting
 - Financial report with variances
- Nic moves to approve Consent Agenda; Erin J seconds
 - Nic notes that the Town's latest payment was deposited in September and is not reflected on these financials.
 - Wellington Brewfest income is also not reflected on these financials and we are expecting a check this week for around \$11,000.
 - The Main Street income is about \$2,000 below budget this year, likely due to vendors pulling out of the market. Emma noted that the committee is still working on charging the cards of those vendors.
 - Motion carries unanimously
 - c) Committee reports & director's report
 - d) Email Votes
 - There were 2 email votes since the August 2022 meeting. Let the record reflect the following:
 - August 25, 2022: Erin R presented an updated Sign & Awning Grant Application with a change to the number of estimates required from 2 to 1. Erin R moved to approve the update to the Sign & Awning Grant Application; Megan seconds. Motion passes unanimously.

- September 8, 2022: Anita presented a sign grand application and some clarifying information from The Manor and Beauty Renewed. Nic moved to approve both sign grant applications. Motion passes with a vote of 8 yes & 1 abstain.

2. Committee Reports

a) Main Street Market

- Canceled last week due to weather and construction in the park. Attempting to reschedule this week for the final market of the season.

b) Promotion Committee

- No updates as we did not meet this month.

c) Design Committee

- Working on updating the design application
- Flowers will be cleared out of the planters this week & volunteers can help and take flowers home.

d) Trick or Treat

- 3 bids for traffic control have been sent out. Only one received back for \$5,700. That bid will be accepted.
- Do we want to ask for funds from the partner organizations to help defray the costs?
 - Nic mentioned that it is our mission as Main Street to highlight our downtown. Investing in this event shows our value as Main Street to the community and we should carry the cost. We appreciate everybody who has volunteered to help and the partner organizations that have come together to plan.

3. Byron White Family Memorial Funding (previously item 6 on the agenda)

- The project has been completed, except for a recognition monument that will be placed.
- We agreed to fund the project for \$5,000 but have only contributed \$1,000 so far, as Carter has been able to get much of it donated.
- On the 4th of July 2021, Carter worked with Kallie and he raised around \$600 in cash for the project. We just need to vote in order to add \$600 to the scope of the project, which would be a total of \$5,600.
 - Nic moves to add \$600 to the project funding, bringing the total amount to \$5,600; Erin R seconds
 - Motion passes unanimously
- As part of Carter's initial application, he requested that any funds left over would be designated to the Wellington library. We just need to vote on honoring that scope and donating the rest of the \$5,600 scope to the Library.
 - Nic moves to adjust the scope of the grant to direct any leftover funds to the Library; Erin J seconds
 - Motion passes unanimously

4. Exploratory Committee Update (previously item 3 in the original agenda)

- A presentation to the trustees will take place on October 11, 2022
- Anita, Matt, Rebekka, David, & Kelly have been working very hard, have met with lawyers, and have dug into every single detail of the program.

- c) The committee agreed that the best path moving forward, financially & for the program's longevity, would be for the Town to hire an employee that serves partially (50%) as a Main Street Manager & we would maintain our 501©3 nonprofit status with a board of directors.
 - d) This board will need to vote on 3 items to move this presentation forward: The MOU, budget proposal, & portion of the job description. (Three email votes will be recorded in the October minutes)
5. 2023 Board Seats (previously item 9 on the original agenda)
- a) We have a handful of board seats expiring soon & a couple members leaving, so we need to think about our bylaws & how many board members we need to fill our seats.
 - b) A nomination committee will need to be formed. Nic and Erin J have agreed to form the nomination committee.
6. Bylaws (previously item 8 on the original agenda)
- a) We need a committee to review and propose updates to our bylaws. Erin R, Emma & Mary have agreed to form the bylaws review committee.
7. Annual Dinner (previously item 5 on the original agenda)
- a) We can change from a dinner to a more informal meeting – whatever we decide.
 - b) We need a committee to plan for our annual meeting in November. We need to post 50 days in advance, so keep that in mind when scheduling.
 - c) Erin and Roy will work together on the annual dinner
8. Strategic Plan & Work Plan (previously item 7 on the original agenda)
- a) We will table this until we know the plan for 2023 with a new board and potential manager
9. Event Planning Process
- a) We've found out that if we don't have a process written down, things go south quickly. We need to work toward having plans and processes written out for all events that we host.
10. Meeting adjourned at 10:48am

Next meeting: Monday, October 17th, 2022 at 9am at Soul Squared Brewing Company.