



Downtown Huntsville BIA
 BOARD OF MANAGEMENT MEETING-DRAFT
 PARTNER'S HALL

AGENDA: Thursday, August 10, 2023

7:30 am – 9:00 am

Sarah Downes, Christina Clarke, Lindsay Buttus, Will Lougheed, Rachel Hunt, Steve Campbell, Chandler Jolliffe, Ellen Selby (BIA Staff)

- 1. **Call to Order** Rachel Hunt
- 2. **Land Acknowledgement** Sarah Downes
- 3. **Declaration of Conflict of Interest**

Motion to Accept the Agenda
 Motion to Accept June Meeting Minutes

Christina, Lindsay

- 4. **Motion to appoint Chandler Jolliffe to the BIA Board**

Lindsay, Christina, Moved.

- 5. **Summer Market Final Update** Ellen Selby

Lindsay: Just a patio in future, not licensing the street.

- 6. **Wayfinding Language Approval** Ellen Selby

Reviewing drafted language & collecting feedback for Town Staff
 Emphasizing Downtown, less wordy, no “beautiful historic”, possibly no “Welcome” depending on sign’s look.
 BIA would like standing updates from the Town about the project.

- 7. **Finances** Steve Campbell

-2022 Financial Review

We need an updated report in May if possible so we can look at year end finances earlier.

Motion Steve Campbell: Approve the Statement of Year End Financials 2022

Seconded, Will Lougheed

Abstained, Lindsay Buttus

Approved.

-Monthly Report July

Steve: On pace with budget, however, when we review these they are not always accurate, they adjust the numbers as we go retroactively. That’s correct financially, but oddly timed for our meeting.

Ask if this is a reconciliation schedule issue.

Reminder: Gross income cannot include Downtown Dollars because the difference goes in to a liability fund.

- 8. **Reports – New Business Only**

- a. **Town Report** N/A

- b. **Chair’s Report** Rachel Hunt

Updates on: Parking update at Council, reopening Dara Howell Way, more bike racks

Should we do a streetscape walk with town staff each year?

Visibility issue with three hour parking sign River Mill Park (it’s on the left so you don’t see if when you come in).

Quarterly Meeting: Town, BIA, Chamber

-Include Benches in future budget?

-Meet w/ Town Staff about budget requests

Downtown Dollars: Please turn them in! Permanent solution for DTDs.

c. **Events and Promotions** Ellen Selby

Girlfriends Getaway

-Easy transportation is crucial

Coupon Book?

d. **HMATA Report** Rachel Hunt

Murals \$35,000

BIA put up the \$10,000 from reserve

Added \$20,000

e. **Staff Report** Ellen Selby

Hired a new Coordinator, Hanna.

9. **New Business**

10. **Closed Session Municipal Act, 2001, 5.1 Section 239 (2) (b) Personal Matters Staff**

Next Meetings:

Events & Promotions – Thursday, September 7, 8 AM (Partner’s Hall (Hybrid Meeting – zoom and in person)

Board Meeting – Thursday, September 14, 7:30 AM – Partner’s Hall (TBC) (Hybrid Meeting – zoom and in person)

1. **14. Adjournment**