

# MINUTES

## BOARD MEETING



Date: April 15, 2021  
Facilitator: Kim Woodin, Chair

Time: 8:04 a.m. to 9:26 a.m.  
Location: Virtual Meeting

### 1) The meeting was called to order at 8:04 a.m. and attendance was taken

**Board Members Present:** Travis Andry, Scot Bode, Kim Caponi, Cort Carlson, Karen Christensen, Brian Failing, Bart Grometer, Shannon Gutierrez, Kori Kasper, Jon Monsma, Raquel Rodriguez, Gina Salamone, Jesus Sanchez, Penelope Torres, Kristine Walker, Kim Woodin

**Board Members Absent:** Miriam Meza-Gotto (excused), Jessica Linder-Gallo, Andrea Pikscur, Jason Sunderland, Yvonne Toney-Thompson

### 2) Approval of the Minutes

*Karen Christensen motioned to approve the minutes from the last annual meeting; Gina Salamone seconded the motion. The motion was voted upon and carried unanimously.*

### 3) Treasurer's Report

Travis Andry reported that we are still waiting on two installment payments from the City of Aurora. Expenses are in line with the annual budget.

### 4) Manager's Report

See agenda packet for a list of the manager's monthly duties.

### 5) New Business

**A. CIP Approval** - Brian Failing explained the Capital Improvement Plan we have presented to the City of Aurora. Improvements to the downtown streetscape, viaducts, gateways into downtown, and traffic flow on Broadway are included in the letter. Encouraging bicycling, adding bike racks, adding more green space, and a possible dog park have been requestested in the plan.

#### **B. Lawyer amount increase for by-law review**

Our lawyer is currently looking at the changes to the by-laws. The board originally approved \$3,000 for expenses for this project. Gina Salamone expects the fee to be within that amount. She will let the board know if it needs to be adjusted at a later date.

### 6) Part-time Hire

The Executive Committee approved the hire of a seasonal employee (Memorial Day - Labor Day) to replace the part-time employee we previously had in the past. The employee would work approximately 15 hrs/week. The new employee will report to the manager and assist with duties as needed. Expenses will come out of the Admin budget. Marissa will be posting the job, handling interviews, and contacting Aurora University about internships. She will present the candidate she recommends to the Executive Committee prior to hiring.

**7) Old Business**

**A. Board Orientation** - The new board member orientation will be held on April 29th at 8:30 a.m. at 1 E. Benton. The entire board is encouraged to attend.

**8) Standing Committee Reports**

**Governance** - Kim Woodin is considering candidates for the new Governance chair. If anyone is interested, contact Kim.

**Marketing** - Cort Carlson provided marketing metrics regarding website and social media activities. The new street banners have been approved and will be installed in the next few weeks. First Friday poster designs are being finalized.

**9) Special Committee Reports**

**Business Attraction & Retention** - Brian Failing reported that in addition to the CIP, they have put together a presentation with updates on Skinny Park, Fox Walk Design guidelines, and certificates of appropriateness. If anyone needs a copy of the presentation, see Marissa. They are currently waiting on grant applications due on May 1st.

**Events** - Marissa Amoni reported that Art & Market has been successful. First Fridays started in April to take advantage of the nice weather. Food Trucks were present at Water Street Square and will be at 2 S. Broadway in May. They will return to Water Street in June. The food truck festival has been cancelled this year. Movies at the Museums is a new event this year and will be held at the Fire Museum and possibly Sci-Tech Museum, pending city approval.

**Streetscape** - Gina Salamone reported that the mural has been finalized and they are going through the approval process now. The outdoor dining booth was created by Hazelton Carpentry and awarded to Chupacabra Restaurant. The downtown planting party will be held on May, 19th. Volunteer information to follow. Karen Christensen assisted with poetry posters that were on display in downtown business windows.

**10) Dr. Jamal Scott/Strategic Planning 101**

Dr. Scott presented an overview of Strategic Planning as we begin this process.

**11) Public Comment**

Clara Diaz and Berta Martinez spoke about late night disturbances that have been occurring on Broadway. Officer John Martinez was present and provided safety updates. He encouraged citizens and business owners to report any disturbances and ordinance violations so APD can provide a safe atmosphere.

**12) City of Aurora Update**

Alex Voight said the city is working on getting cameras downtown. She encouraged everyone to contact customer service 630-256-INFO or go online to report any concerns or ordinance violations.

**13) Upcoming Meetings**

See the Aurora Downtown website calendar for a list of committee meetings. The next Board of Directors meeting will be held on Thursday, May 20th via Zoom at 8:00 a.m.

**14) Adjournment**

The meeting was adjourned at 9:26 a.m.