

OLD TOWN BOARD MEETING MINUTES
July 7, 2011
Awful Annie's Restaurant

Meeting called to order by President Robinson

GENERAL BUSINESS:

Old Business Review:

1. Steppin' Out Magazine: Propose to feature last half of calendar and holiday events and Christmas photos of town? 2nd half begins in August thru Feb.
2. Story Teller: On for every Tuesday night, unless Old Town has other things going on. Flyers are online for posting.
3. Film Clip featuring Old Town District: Brian wants to do a video of Old Town, for us to use on our own business website. We all agree that we think it would be a good project. Once Firehouse has been completed, would be a good time to start. (end of July?)
4. Car Show July 28th: OTBA will get the liquor license for the day from ABC, (C6) is the license we think we need to acquire. Need to fill out form and pay \$100 fee. We want the one that allows people to walk around town with alcohol. We can get it for beer and wine. Marilyn will take care of the form for ABC.
 - Parking lot rental is in process. Linda to receive form from Brian.
 - General permits being completed by Marilyn.
 - Food vendors need to take care of the health dept. form to sell. Keep food selling low key and advertised as provided by restaurants.
 - Suggesting snow cone cart and ice cream sales since the weather will be much warmer this time.
 - Will do 50/50 raffle
 - KAH1 will provide music
 - Make this a non-competitive event (no trophies, participation plaques, etc.)

(Car show cont'd)

- Public works will set up barricades
- Extra cones can be ordered through public works

5. Marilyn's Idea: Instead of elaborate basket for prizes, how about Old Town bucks or generic gift cards that can be used in any business. We would get reimbursed after they are used, by the OTBA fund for this. Linda will research.

6. Chamber member list: We could benefit from list. Updated monthly.

7. Street Fair Fee reduction: Reduced to \$75, suggest reducing to \$65, in hopes to get more vendors

8. Tin Bldg: Submit list of ideas for painting/decorating and will take to Procissi family

9. Marketing: (dollars and co-op with DBA to reach larger demographic. Radio and print media ideas. (To Marketing Committee). Need Team Leader (See Examiner Ad) Research CPR.) – **We will table this until the Marketing meeting.**

10. Rededicate firehouse: Yes! Big deal

11. Merchant of the week: Being done by Mike

12. New Magazine in town: Foothill Flair, Linda getting pricing and what we need to provide, and what he can provide

13. Phone Tree Merchant alert: Mike finished, Linda to proof read

14. Mini Concerts: Want more like Evan Zee

15. Landscape Maintenance: Eval. still on track

Action Items:

Motion for member list fee: Voted yes

- 1) Reduce vendor fee: Voted yes
- 2) Resurrect Sugar Plump Fairy Dance with BBQ: How about during the firehouse dedication?
- 3) Procissi Lot update: Mike Holmes is keeping up with the money available to get on the improvements. Installation dinner suggestion.

New Business

1. John mentioned that bikes on the post office need to be taken down. He will work on getting those taken to Recology after he's back from vacation next week.
2. OTAPS fundraiser: Linda working on

By-LAWs update process: Bill Clough consulting

- Were never properly adopted
- Corporation name is different than the one registered by the state: "Old Town Merchants Association"
- Process per Bill should be:
 - 501C6 is what the organization should be (for benefit of membership)
 - *Articles of incorporation* and *by-laws* are two main documents
 - by-laws help hold in check the strong personalities to keep order
 - Less defined laws, the better so constant changes don't occur
 - Everything should be done by the board unless a major event occurs
 - General meeting should be held at least once a month, board membership meetings at least once a year. Meeting occurrences need to be addressed (suggested by Linda) Change in the by-laws: board meetings & general meetings to be once a month. (currently shows weekly) (section 3a, Regular Meetings)
 - Board of Directors: section 7 (Voting Rights) We are currently doing as written
 - Section 13: (Action without meeting) In event of emergency is acceptable (response via email is current process for this) Addition that email is acceptable will be done

- Indemnification of directors....Section 16: Strongly suggest obtaining insurance (about \$1000) Linda will send quotes.. per Bill, our exposure is very low.
- Each chair/position should understand their responsibilities in the event they need to step in at any time
- Event procedures: Some have been written and some need to be
- Other sections are standard as is
- 2 signatures are required for check signing (article 8: section 2)
- Grant voting rights to honorary members: We can change by-laws to include these rights. Change made to insure honorary members are not allowed to vote
- Section 4; article 8: Okay to accept a gift without a vote
- Corporate records and reports: Okay to continue as is with Don's process
- If an officer wants to bring to board a proposal to be paid for a duty, they may, without voting themselves. General board positions are not paid positions.
- Mission statement: Article 2 is considered to be this.. Linda would like to add to the website as a heading
- Next board meeting we will review updates and then add as action item to vote on the updated by-laws (we will be billed for Bills time)

Attendance: Virgi Bondi, Mike O'Brien, Kathy Arnold, Marilyn Ijams ,

Linda Robinson, John Lynch, Bill Clough, Tammy Browning

Meeting adjourned at 10:30