

## **Downtown Whitewater Board of Director's Meeting**

Discover Whitewater Conference Room, 150 W. Main Street  
Thursday, June 23, 2016, 8-9:30 a.m.

Downtown Whitewater, Inc. is a nonprofit, community-based organization devoted to preserving, improving, and promoting Whitewater's quality of life by strengthening our historic downtown as the heartbeat of the community.

### **Agenda**

**Board members:** Rob Boostrom, Joe Jaquess, Chris McDonnell, Kim Scharine, Garrett Smith, Lisa Smith, Ben Tessner, Mark Wokasch, Kristine Zaballos

**Executive Director:** Courtney Nelson

**Absent:** Jeff Helms

#### **NEXT STEPS**

- Lisa will reach out to Dave about Main Street tree that is missing electrical - **done**
- Lisa will look into lights for street trees – **in process**
- Courtney will reach out to Blake and Jean Mills about DTWW helping out during July 4 Festival – **Kim will do**
- Courtney will add notice to Pig in the Park FaceBook page – **not yet**
- Lisa and Kristine will add Wise Owl to DTWW website – Lisa has reached out but not heard back -- **not yet**
- Kristine and Courtney will do training for new board members – **not yet**
- Rob will look at taking down the Pig in the Park FaceBook page -- **not yet**
- Garrett will have insurance policy changed to reflect actual market dates (Tuesdays May through October) and add farm to Table dinner – **in process**
- Chris will send Garrett the insurance requirements for special events on city property – **done**
- Executive Board and Courtney will reach out to the chancellor – **in process**

#### **HOUSEKEEPING**

- **Approval of agenda:**
- **Approval of minutes from last month's meeting:**

#### **ACTION ITEMS**

#### **DISCUSSION**

- **Open board seat update** (Kristine)
- **Executive Director check in** (Executive board)
- **Update on committees** (Courtney)

#### **REPORTS**

- **President's report** (Kim)
- **Treasurer's report** (Garrett)
- **Director's report** (Courtney)
- **Design** (Lisa)
- **Organization** (Garrett, Courtney)
- **Promotions** (Kim)
- **Economic Vitality** (Garrett)
- **Whitewater City Market** (Kristine, Courtney, Lisa)
- **WiFi/Broadband** (Courtney)

- **Festival Guidelines** (Courtney, Kim, Kristine)

**Volunteer hours for May:**

**Next agenda items:**

**Recent donations:**

**Small projects that need to be done:**

**UPCOMING EVENTS**

July 1: Downtown cleanup 8-10 (July 4th festival July 1-4; opens noon on July 1)

July 1-4: July 4<sup>th</sup> Festival

August 5: Downtown cleanup, 8-10 (Brat Day/Maxwell Street Days 8-5 and 8-6)

August 5-6: Maxwell Street Days

August 26: Downtown cleanup, 8-10 (UWW move-in Sunday, 8-28 through Tuesday)

September 9: Downtown cleanup, 8-10 (Main Street Festival 9-10)

September 10: Main Street Festival

October 6: Farm to Feast dinner

October 7: Downtown cleanup, 8-10 (UWW Family Fest 10-8)

October 21: Downtown cleanup, 8-10 a.m. (UWW Homecoming 10-22)

October 28: Downtown cleanup, 8-10 (Trick or Treat the Triangle 10-28)

November 26: Small Business Saturday

December 2: Downtown cleanup, 8-10 (Christmas Parade of Lights 12-2)

**2016 BOARD MEETINGS**

July 28; Aug. 25; Sep. 25; Oct. 27; (Nov. 24); Dec. 22