

RDS MINUTES 7/11/2019

Present: Clarissa Brothers, Emily Connor, Pam Crakes, Colleen Elliott, Lisa Meyer, John Mohney, Judy Mohney, Steve Poisson, Linda Williams

Steve called the meeting to order at 6:05 p.m.

1. Approve Minutes- Lisa will correct #4 Brown House Volunteer Hours to state that RDS owes one hour of community service to the Brown House for each hour of meetings. Lisa will correct # 8 Paige as Liaison from the Council to state that attempts have been made by Steve to schedule a meeting with Councilor Hook to discuss RDS' mission, goals and activities so the Councilor will have a better understanding of the organization. Those present unanimously approved the minutes with the corrections noted.
2. Financial Report- Colleen provided a financial report as of June 30, 2019.
3. New Board Member- Aaron Frichtl was elected chair by the Economic Vitality Committee.
4. One RDS positive in past month- Those present shared positive happenings within RDS.
5. City Council Meeting July 15th- Ordinance 1019- Effective July 10th, the City Council meeting for July 15th was cancelled. RDS was informed that Ordinance 1019 will be on the August 5th City Council agenda.
6. Merchant contact forms/districts- Steve reminded the Board to turn in their merchant contact sheets. Steve and Emily will work on a handout to use for our next merchant visit. RDS wants to keep merchants informed about RDS activities.
7. RARE 2019-20- A RARE participate was not awarded to RDS for next year, therefore the Ford Family Foundation Grant will not be awarded.
8. Review Bylaws per attorney recommendations- The Board reviewed the recommendations. Steve will make some minor changes and bring back next month for signature.
9. Review Amended Accounting Procedures- The Board reviewed the recommendations. Steve will make some minor changes and bring back next month for signature.
10. Review proposed Diversity Policy- The Board reviewed the proposed policy. Steve will bring back next month for signature
11. Discuss Policy re: who has access to what records as recommended by attorney - The Board agreed that a policy needs to be created and Steve will reach out to other Main Street Organizations regarding policy examples.
12. Review Proposed City Agreement- The Board discussed the proposed Personal Services Contract offered by the City. The contract needs further discussion by the Board.
13. Committee Reports
 - a. Outreach- Emily is still looking for volunteers for concert setup. She has also been working on merchant contact survey and handouts.
 - b. Promotion- The next concert is July 19th. Clarissa asked RDS supporters to wear their volunteer shirts at the concert. Staytonevents.com has done a great job of promoting our concert series.
 - c. Design
 1. Way Finding Sign Update- The wayfinding signs have been ordered and John will work with the City about installation. The Chamber of Commerce sign is still in the works.
 2. The Design Committee meeting time for future meetings will be from 6-7 p.m. and brainstorming will take place at 7 p.m.

3. Emily's Evaluating System for Future Projects- The Committee will start using this system to vet projects.
 4. The owner of Picken Coop is looking into having the paint removed from the side of the building before any work can be done with the planned 8'x8' quilt artwork. The mural that was originally planned for the Odd Fellows Building is getting relocated to the side of the building located at 400 N Third Ave. The building owner is ready to move forward with the project.
 - d. Economic Vitality- Jeff Mexico is researching options to have maps of the downtown available at Safeway and the Roth's Plaza. The Committee has also been working on a survey for downtown merchants.
14. Other Business- James Loftus dropped-in and requested a letter of support for grant applications for JPL Museum. Judy suggested incorporating a Stayton Community Food Bank drive at our events.