Michigan BOYNE CITY Main Street
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Approved: 11/8/18

Meeting of October 4, 2018	MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, OCTOBER 4, 2018 at 8:30 AM CITY HALL, 319 NORTH LAKE STREET
Call to Order	Chair Michelle Cortright called the meeting to order at 8:30 a.m.
Roll Call	Present: Jodie Adams, Michael Cain, Michelle Cortright, Becky Harris, Patrick Little, Pat O'Brien, Don Ryde
Meeting Attendance	Absent: Chris Bandy, Rob Swartz City Staff: Main Street Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny Public: 5
Excused Absences MOTION	**Cain moved, Ryde seconded, PASSED UNANIMOUSLY** to excuse Chris Bandy and Rob Swartz.
Approval of Minutes MOTION	**Cain moved, Ryde seconded, PASSED UNANIMOUSLY** to approve the September 6, 2018 minutes as presented.
Citizens Comments	None.
Correspondence	Copies of the correspondence received was provided in the agenda packet. King-Duff also provided hard copies of the Challenge Mountain Annual Report (received and filed).
Committee Reports	**Organization** The Organization Committee is still exploring the co-working space idea. The terms for Pat O'Brien and Jodie Adams are up in January. The posting for those seats will be in December. Snow removal was discussed. Kelsie King-Duff's 2 year evaluation will take place in January. **Promotion** The Committee is tracking social media each month. Harvest Fest planning continues. Earlier than the Bird will include a Rise and Dine promotion. The fall restaurant week has been cancelled.

Design

The façade plan for the old Sportsman's Bar building was reviewed. Bruce Janssen and Martha Sulfridge are working with Glen Catt on the color selections.
Discussion is ongoing with the DPW regarding recycling downtown.
The stone garbage cans currently in the downtown area will be put in the parks and will be replaced with the green-slotted type bins.
The mosaic sculpture is being placed in Peninsula Beach Park this week.

Team Boyne
No one from the board was present at the meeting. Minutes have been received and filed.

Farmer's Market
The market will move back into City Hall for the winter season. Seventeen vendors have signed up.

Director's Report

Received and filed.

Unfinished Business

None.

New Business

Boyne Thunder Disbursements

Boyne Thunder was a big success and brought in a record amount of $207,934.03. Checks were presented to representatives from Camp Quality and Challenge Mountain.

Boyne Thunder Policy and Agreements

The Organization Committee came up with a procedural document for use by the Main Street Board which outlines the operating process of Boyne Thunder, as well as Letters of Understanding for the 2019 event. Boyne Thunder was clearly defined as a Boyne City Main Street event and the policy makes it clear what all involved parties can expect each year. The allocation percentages will remain the same for the 2019 event.

Approval of Boyne Thunder Policy and Agreements
MOTION

Adams moved, Cain seconded, PASSED UNANIMOUSLY to adopt the Boyne Thunder Policy and Letters of Understanding for the 2019 event as presented.

Design Services Form

Michigan Main Street is requiring local communities to have a Review Committee and adopt a Design Services Form to be eligible for design services in the future. Once the forms are adopted and the Design Committee is designated as the official review committee we will be eligible for one design service per year.

Adoption of the Design Services Forms
MOTION

Cain moved, Harris seconded, PASSED UNANIMOUSLY to adopt the Design Services Forms as required by Michigan Main Street.

Appointment of the Design Review Committee for Michigan Main Street
MOTION

Design Services Review Committee

Cain moved, Adams seconded, PASSED UNANIMOUSLY to appoint the Design Committee as the review committee for design services provided by Michigan Main Street.

Approval of the Holiday Lighting Contract
MOTION

Holiday Lighting Contract

We are in the 3rd year of a 5 year plan for holiday lighting. This year the plan includes the last phase of replacing all of the old lights. Next year additional lights will be added to trees that have lighting capability. The contract with Holiday Lighting Services is $5,840 this year.

Cain moved, Harris seconded, PASSED UNANIMOUSLY to approve the 1 year contract with Holiday Lighting Services in the amount of $5,840.

Financial Report Review

The Financial Report was received and filed. The Boyne Thunder Profit and Loss statement will be included next month as well as the Farmer's Market budget.

Good Of The Order

- Rich & Associates will present the final results on the parking study on October 9th at 4:30 pm at City Hall and at the City Commission meeting as well.
- The new wave attenuator has been installed at the marina.
- Final paperwork for the Open Space Project should be completed shortly.
- Some landscaping was done and a drinking fountain was installed by the Lions Club at the Open Space.
- Michelle Cortright shared some information/ideas she obtained recently at the Michigan Association of Convention & Visitors Bureau.
- Pat O'Brien thanked Ashley Cousens for her continued work on the housing issue and hosting a community workshop on the topic.
- There will be a school board candidate forum on Tuesday, October 9th at 7:00 p.m. at the Early Childhood building.
- Business after Hours is October 11th at Farley Calendar.
- The Chamber, in conjunction with the NLEA is hosting tours at local manufacturers on Nov 7th and 8th in honor of National Manufacturing Day.
- Elizabeth Looze of Challenge Mountain thanked the Board for the check from Boyne Thunder.
- Nan Winter of Camp Quality, expressed her appreciation of the support they receive from Boyne Thunder.

Adjournment

The October 4, 2018 meeting of the Boyne City Main Street Board was adjourned at 9:25 a.m.

Jane Halstead, Recording Secretary