



DBBA Board of Directors Meeting Agenda

Attend: <https://us02web.zoom.us/j/81824243440>

Wednesday, Oct 20, 2021 8am – 10:00am

DBBA Board of Directors

ED DEENIHAN
Bend Brewing Company
Director

CHRIS PIPER
Community Representative
Director

ANGELINA SWANSON
aos Skincare
Director

CHRISTINE DAVIS
Revolvr Menswear
Director

LYNNE MILDENSTEIN
Community Representative
Director

ANGELA SALIDO
Outside In
Director

SARAH WORLEY
Good Drop Wine Shoppe
Director

JOANNE SUNNARBORG
Desperado Boutique
Director

Ex-Officios

ANTHONY BROADMAN
Bend City Councilor

BEN HEMSON
City of Bend

RICCARDO WAITES
COBLA

Staff

MINDY AISLING
Executive Director

BARBARA SIMMS
Administrative Director

RYAN CURRENCE
Operations Manager

Present: *Ed Deenihan, Chris Piper, Angelina Swanson, Christine Davis, Angela Salido, Sarah Worley, Joanne Sunnaborg, Mindy Aisling, Ryan Currence, Barbara Simms*

Excused Absence: *Lynne Mildenstein*

Unexcused Absence: *Anthony Broadman, Riccardo Waites*

Guests: *Kurt with the BCD Business Association*

1) Administration & Updates

8:00- 8:10

- Introductions (All)
 - Name
 - Connection to Downtown Bend
 - Share about something you love or are passionate about
 - How are you coming into the space today?

2.) State of Affairs (Staff to Board)

8:10 – 8:25

- Bend Oktoberfest – *Mindy reported that she had received a few inquiries about why Fall Fest had happened, but not Oktoberfest. She checked-in with all of the directors to make sure they understood the difference between these events and why this choice was made. There were no questions from the BOD.*
- Holiday decorating & community programming – *Mindy reported that staff was excited to announce some big wins in this area*
 - *Staff had worked with Lowes to get a substantial discount on ALL new wreaths for downtown*
 - *Staff had purchased lights for every lamppost in the downtown district, and the plan was to wrap all of the posts*
 - *Staff was working on new 'Welcome Winter' banner designs for all double banner posts.*
- Loss of staff/New Hire – *Mindy reported that Hayden decided to leave the DBBA and that they were hiring for a new staff member to take over that position.*
- New banner website – *Mindy reported that she had designed the banner program to be scheduled through an automated system on their website, which would save hundreds of staff ours every year. She explained how increasing efficiencies like this, as well as increasing the budget, would be necessary to get to the future vision that everyone held for the DBBA and Downtown Bend.*

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- DBBA Growth & Transformation (Future) – Mindy reiterated the importance of successfully increasing the organizations budget so that the DBBA could continue to grow. She shared that where they were at was not sustainably, so the budget would need to increase OR they would need to decrease their scope and future growth plans.

3.) Grant(s) Update

8:25 – 8:35

- Sustainability
- BCTF
- Mindy requested that the BOD decide on what they would like to write these grants for by the end of 2021 so that she had enough time to gather the info needed to write the grant. She asked directors to send her any ideas for possible grant options.

4.) State of Affairs (Board to Staff)

8:35 – 8:55

- Business Contribution to Downtown's Holiday look & feel - Window Displays & Holiday décor. Several directors requested that the DBBA encourage business & building owners to decorate for the holidays. They discussed a map for folks to look at windows after the tree lighting, maybe a contest where someone could win downtown dollars, Christine suggested the hashtag #winterwindowland
- New Hire – send possible candidates to the DBBA
- Shared photo album/forum for downtowners? – Directors discussed the need for a way that business owners could communicate with each other. Christine suggested a shared photo album so that people could upload pictures from their phone to share with other downtowners.
- Kindness Campaign – Directors discussed the need to communicate with our community and visitors to Be Kind in downtown. We discussed ways to encourage this – including the option of offering banner clients a discount on display if they put this at the bottom of their banners.
- Conflict Training for downtown staff – In concert with the above discussion, directors discussed the need for employees to have additional training in deescalating conflict.
- Business Banners – A director suggested that we offer businesses the chance to have a banner reflecting their business and that we do a campaign where we celebrate local with banners in downtown.

5.) Staff of Affairs (City to DBBA Board & Staff)

8:55 – 9:15

- ARPA App
- 70K to Downtown Future Planning
- Sustainability/TRT Process
- Extra (1.6 Mil) TRT Funds

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ED DEENIHAN
Bend Brewing Company
Director

• Ben Hemson reported that the ARPA Application would be available after Nov 3rd and awarded in Jan 2022. Other items are still in-progress with no update.

6.) Revised Budget (Vote)

9:15 – 9:30

Ed proposed that the board approved the budget, Chris seconded, the entire board was in favor. No one opposed.

CHRIS PIPER
Community Representative
Director

ANGELINA SWANSON
aos Skincare
Director

7.) DBBA Executive Team

9:30 – 9:45

• Election Process – Mindy explained the positions of the executive team and shared that she would send out a ballot for all directors to vote for their executive leaders.

- I would like to nominate myself or other.....
- I am *not* interested in taking a leadership role....
- Ed said that he was interested in serving as president again
- Chris said that he was interested in serving as vice president
- Angelina said that she would be willing to serve as treasurer for another year.
- Christine said that she would prefer just to be a director her first year
- Angela said that she would prefer just to remain a director
- Sarah said that she would be willing to take a position
- Joanne said that she would prefer just to remain a director her first year.

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Revolv'r Menswear
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8.) Friends of Downtown Bend

9:45 – 9:50

There was no Friends of Downtown business to discuss.

ANTHONY BROADMAN
Bend City Councilor

9.) Public Comments

9:50 – 10:00

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