



Downtown Bend
Business Association
Post Office Box 731
Bend, Oregon 97709
(541) 788-3628
DowntownBend.org

2017-2018 Board

- JENNIFER STEIGMAN
Faveur Boutique
President
- SARAH JORDAN
Looney Bean Coffee
Vice-President
- SAMUEL JOHNSON
Oxford Hotel
Treasurer
- RAY SOLLEY
Tower Theatre
Director
- RYAN SMITH
Goody's Chocolates
Director
- PACKY DEENIHAN
Bend Brewing Company
Director
- RICK WRIGHT
916 NW Wall Owner
Director
- LAUREN KELLING
Oregon Body & Bath
Director

Ex-Officios

- CHRIS PIPER
Bend City Councilor
- BEN HEMSON
City of Bend

Staff

- MINDY AISLING
Executive Director
- BARBARA SIMMES
Administrative Director
- RYAN CURRENCE
Operations Manager

1. Administration/Updates

8:00-8:15

- a) Approve minutes from last meeting – (Sarah) - **Approved**
- b) Board Member Updates or Comments! This is opportunity for board members to provide updates or ask questions of each other or staff, but also to allow for open discussion about vision for Downtown Bend and the role DBBA can play in shaping future of our downtown community. (Sarah)

2. Budget Review and Discussion

8:15-9:15

- Surplus – **Mindy explained that the DBBA will have a surplus at the year's end for 80-100,000**
- DBBA and Friends of DBBA – **Mindy explained that there is a lot of confusion between how the DBBA and the Friends of DBBA interact legally. She and Barbara are meeting with an attorney to clarify how the two different nonprofits need to be managed.**
- CPA Meeting/Audit Discussion – **Mindy explained that they were having the CPA go over all of the books and give advice on how to move forward in the most transparent way (example: –simplifying the chart of accounts)**
- Kiosks – **Mindy talked about the kiosk, what it would cost to get them up to acceptable condition. She explained that by selling ad space in the units the DBBA could make back the cost of the repairs in one year. She also discussed getting sponsors and having them split some of the initial investment in exchange for future ad space.**
- Troy Field/School District idea/proposal – **Mindy explained that as soon as the new school board is elected, the DBBA can pursue an agreement with the school district to discover if/how the DBBA could lease Troy Field.**
- Parking Manager idea/proposal - **Mindy described an offer from the COB that she take over part of the parking duties. The board was collectively against this idea.**
- Oktoberfest Proposals - **Mindy informed the board that she would have two Oktoberfest Bids by the next Board meeting.**

2. Governance of Scope /Decision Making

9:15-9:35

- a) **Communication:** n/a
- b) **Funding & Budget:** n/a, see below
- c) **Beautification:** Save the date, Clean up Party on May 19th
- d) **Events:** Celebration Night update, Historic event request
- e) **Marketing:** n/a
- f) **Advocacy:** Review meeting with MPO Councilors, Review parking changes
- g) **Vision & Growth:** New Board Member Update

4. Public Comment (if any)

9:35-9:45

5. Adjourn- Next meeting will be June 12th, 2019

Social Media, Website & Newsletter Metrics:

Platform	Starting	Current	+/-
Website	23K/last 30 days	25K/last 30 days	+2,000

Promoting the economic vitality by enhancing the experience, image, and lifestyle of Downtown Bend



Downtown Bend Business Association

Board of Directors Meeting Minutes

DBBA Office, 916 Wall Street, 2nd Floor, Above Joolz

Wednesday, May 8th, 2019 - 8:00-9:45 am

Downtown Bend Business Association Post Office Box 731 Bend, Oregon 97709 (541) 788-3628 DowntownBend.org	<i>Facebook</i>	26,460 (2/13)	28,019 (4/3)	+1,559
	<i>Instagram</i>	1,733 (2/13)	2,646 (4/3)	+913
	<i>Twitter</i>	8,867 (2/13)	8,952 (3/6)	+85
	<i>Newsletter</i>	33.9% open rate	34.5% open rate	+0.6

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