



DBBA Board of Directors Meeting Minutes
The Oxford Hotel, Upstairs Conference Room
And: <https://us02web.zoom.us/j/89969805327>
Wednesday, July 8th, 2020 8am – 9:45am

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

SAMUEL JOHNSON
Oxford Hotel
Board President
ED DEENIHAN
Bend Brewing
Company
Vice
President
TODD LOOBY
Bend Film
Director
Treasurer
JULI HAMDAM
Joolz
Secretary
RAY SOLLEY
Tower Theatre
Director
RYAN SMITH
Goody's Chocolates
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- 8:10

- Approve minutes from last meeting (Sam) – *Approved.*
- Board Member Updates and Comments (All)
 - *DISCUSSED NON-COMPLIANCE ARTICLE BY OLCC OF 18 DOWNTOWN BEND BUSINESSES AND OUR ROLE IN KEEPING BEND OPEN DURING COVID. DBBA WILL WRITE AN EMAIL TO DOWNTOWNERS ENCOURAGING BETTER BEHAVIOR.*
 - *MASKS: HOW DO WE ENCOURAGE VISITORS TO DOWNTOWN TO WEAR MASKS/AVOID CLOSURE? WE NEED TO PUSH THE CITY TO BE INVOLVED BECAUSE OF CONCERNS WITH BARS SPILLING INTO PUBLIC SIDEWALKS, ALLEYS, NON-COMPLIANCE AND POSSIBLE CLOSURE.*
 - *CHRIS PIPER TALKED ABOUT THE NEXT WEDNESDAY COUNCIL MEETING WITH OLCC ISSUE ON THE AGENDA. DBBA WILL PROVIDE AN ADDENDUM TO CHRIS REQUESTING ENFORCEMENT BY OLCC, POSSIBLE BAR CLOSURE AT 10 PM; A JOINT LETTER WITH BEND BUSINESS, COVA AND CHAMBER.*
 - *ALSO RECOMMENDED A JOINT LETTER TO THE OLCC ASKING FOR ENFORCEMENT*
- Treasurer Report (Todd)
 - *END OF YEAR IN GOOD SHAPE, WE SAVED ON LABOR COSTS, FLOWERS, BANNERS AND NOT HIRING A MARKETING MANAGER. WE ARE 15K AHEAD.*
 - *AUGUST WILL TELL HOW OUR COLLECTIONS AND AD SALES WILL BE DURING COVID; EXPECTING 75% COLLECTIONS. SUGGESTED WE INVEST MORE IN MARKETING AND FOURTH QUARTER FOCUS ON HOLIDAY.*

2. Possible re-closure due to COVID

8:10-8:50

- Is there anything we can do to help prevent this from happening?
- What plans can we put in place now to be ready to support businesses when/if this does happen?
 - a. THE BOARD ASKED STAFF TO SEND OUT A FIRM LETTER TO ALL BUSINESSES IN REGARDS TO THE RECENT OLCC RESULTS
 - b. THE BOARD ASKED STAFF TO FOLLOW UP WITH OLCC ABOUT THE RECENT REPORTING
 - c. THE BOARD ASKED STAFF TO VISIT DOWNTOWN BUSINESSES
 - d. THE BOARD ASKED STAFF TO HELP DISTRIBUTE FREE MASKS

- 3. New post-COVID Fundraising** **8:50 – 9:05**
- *DISCUSSED A BUSINESS BINGO CARD, T SHIRTS DESIGNED FOR PURCHASE BY PUBLIC, CHRISTMAS IN JULY WREATH SALES. DECISION ABOUT FUNDRAISING IS THAT WE ARE CLOSE ENOUGH TO OUR BUDGET TO NOT CONCENTRATE ON FUNDRAISING.*
 - *MAIN FOCUS NEEDS TO BE ON THE HOLIDAY SEASON; EXPLORE DONATIONS AND GRANTS.*
- 4. Appointing a New Ex-Officio** **9:05 – 9:15**
- *WE CAN ADD A NON-VOTING EX-OFFICIO WHO WILL CONTRIBUTE TO DIVERSITY AND CULTURAL AWARENESS ON THE BOARD. AGREED TO VOTE ON HAVING POTENTIAL EX-OFFICIO AT THE AUGUST BOARD MEETING.*
 - *SAM AND MINDY WILL MEET TO DISCUSS NEW MEMBERS AND EX-OFFICIO BEFORE THE NEXT MEETING*
- 5. Kiosk Updates** **9:15 – 9:30**
- *Adding COVID messaging, updating ads, selling new ad space*
 - *Suggestions?*
 - *AD SPACE AVAILABLE. WE NEED TO REPRINT FOR ERRORS. SHOULD WE HIGHLIGHT COVID OR MORE GENERIC 'ALWAYS OPEN' MESSAGE?*
- 6. Committee Updates** **9:30 – 9:40**
- *ON AGENDA FOR SEPTEMBER. EDUCATION ON THE SCOPE OF OUR WORK, RECRUITING FOR COMMITTEE VOLUNTEER, THE FOLLOWING COMMITTEES ARE:*
 - *FUNDRAISING*
 - *BEAUTIFICATION AND LIVABILITY*
 - *CHRISTMAS*
 - *FLOWERS FOR NEXT SPRING*
- 7. Friends of Downtown Bend** **9:40 – 9:43**
- *FRIENDS UPDATE: VOTED TO ADD BARBARA TO THE ACCOUNT – Approved Unanimously*
- 8. Public Comments** **9:43 to 9:45**
- *ED: REQUESTED THE CITY HAVE POINT PERSON FOR COVID*
 - *SAM: HOMELESS CAMP ON REVERE EXIT A CONCERN; IN ODOT'S HANDS*
 - *PARKING GARAGE: TOBY CLOSED TOP FLOOR, TRYING TO SOLVE THE ISSUE OF PARTYING IN THE GARAGE.*
 - *UPDATE ON OUTDOOR SEATING, JULI SAID IT IS SUCCESSFUL*

Adjourn – Next meeting will be on Aug 12th , 2020