

Claremore Main Street, Inc.
 Board of Directors – Regular Meeting
 Wednesday, September 11, 2024 | 5:30 p.m. | Claremore Main Street Office

ITEM #1: Establish a quorum and call to order

P	Bryce Bethel
P	Megan Douglas
P	Lindsey Martin
A	Phil Tubbs
P	Katie Varner
P	Cassie Woods Howell
A	Anita Miller
L	Jamie Peckham
P	Matt Mize

P=Present A=Absent L=Arrived Late

Quorum Established, Meeting Called to Order at 5:30pm

ITEM #2: Recognition of guests

- a. Brenda Reno

ITEM #3: Approval of the minutes from the regular August 2024 board meeting

- a. Motion to approve the minutes from the regular August 2024 board meeting as emailed.
 - i. Motion: Katie
 - ii. Second: Bryce

Y	Bryce Bethel
Y	Megan Douglas
Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
	Jamie Peckham
Y	Matt Mize

- iii. Y=Yes N=No A=Abstain
 - 1. Yes/No/Abstain=6/0/0
 - 2. Motion Carries

ITEM #4: Approval of the minutes from the special September 2024 board meeting

- a. Motion to approve the minutes from the special September 2024 board meeting as emailed.
 - iv. Motion: Bryce
 - v. Second: Katie

Y	Bryce Bethel
Y	Megan Douglas
Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
	Jamie Peckham
Y	Matt Mize

- vi. Y=Yes N=No A=Abstain
 - 1. Yes/No/Abstain=6/0/0
 - 2. Motion Carries

ITEM #5: Financial Report

- a. Tabled to next meeting because Treasurer is absent

ITEM #6: President’s Report

- a. Board Member Agreements
 - i. Sign and return by next week
 - ii. Board member donations minimum of \$50

ITEM #7: Committee Reports

- b. Design Committee – (Matt Mize)
 - i. Met yesterday
 - ii. Working on City Partnerships
 - iii. Possible bike racks
 - iv. Will Rogers sign
 - v. Barby is working on a Route 66 Mural
 - vi. Kum & Go wants a photo opp after name change
 - vii. Christine Spence – wayfinding signs need approval
 - viii. Possible mural festival – 30 murals in two days – July 2026 in conjunction with Centennial. Also in talks with Stillwater Milling to paint silos

- ix. Would like more wayfinding signs throughout district – possibility of TSET funding
- x. Need to find water hydrant and get it fitted so we can get some plants on street
- xi. Next meeting Second Tuesday, at 5:30 pm
- c. Economic Vitality – (Cassie Woods Howell & Bryce Bethel)
 - i. Meeting Tuesday, September 16, at 8:45 am
 - ii. Preparing items for CEDA
- d. Organization Committee (Anita Miller & Jamie Peckham)
 - i. Have not met yet
 - ii. Jamie working with Anita on in-district partner drive
 - iii. Updating Signs
 - iv. Next meeting September 24, at 8:45 am
- e. Promotions Committee (Anita Miller & Phil Tubbs)
 - i. No update
 - ii. Next meeting October 1
- f. Bylaws (Megan Douglas)
 - i. Free Open Meetings/Records training at Tulsa Tech on Monday, October 21, 1-4 pm – Let Cassie know if you’d like to attend.
- g. Nominations – No report

ITEM #8: Discussion and possible action regarding participating in the Visit Claremore holiday advertising campaign.

- b. Motion to participate in the Visit Claremore holiday advertising campaign at a price not to exceed \$100.
 - vii. Motion: Bryce
 - viii. Second: Jamie

Y	Bryce Bethel
Y	Megan Douglas
Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
Y	Jamie Peckham
Y	Matt Mize

- ix. Y=Yes N=No A=Abstain
 - 1. Yes/No/Abstain=7/0/0
 - 2. Motion Carries

ITEM #9: Proposed executive session pursuant to 25 O.S. § 307 for the purpose of reviewing employment offer with Steve Robinson for Executive Director.

- b. Vote to convene in the Executive Session
 - a. Motion to convene in Executive session for the purpose of reviewing employment offer with Steve Robinson for Executive Director.
 - i. Motion: Megan
 - ii. Second: Lindsey

Y	Bryce Bethel
Y	Megan Douglas
Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
Y	Jamie Peckham
Y	Matt Mize

- iii. Y=Yes N=No A=Abstain
 - 1. Yes/No/Abstain=7/0/0
 - 2. Motion Carries

- a. Acknowledge return to Open Session
 - a. Motion to return to regular open session
 - i. Motion: Bryce
 - ii. Second: Katie

Y	Bryce Bethel
Y	Megan Douglas
Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
Y	Jamie Peckham
Y	Matt Mize

- iii. Y=Yes N=No A=Abstain
 - 1. Yes/No/Abstain=7/0/0
 - 2. Motion Carries

b. Statement of Minutes from Executive Session

- a. We held an executive session for the purpose of reviewing employment offer with Steve Robinson for Executive Director. Only items listed for the executive session were discussed and no votes were taken.

ITEM #10: Discussion and possible action regarding hiring Steve Robinson as Claremore Main Street Executive Director.

- c. Motion to hire Steve Robinson as Claremore Main Street Executive Director according to agreed-upon employment contract.
 - iv. Motion: Bryce
 - v. Second: Lindsey

Y	Bryce Bethel
Y	Megan Douglas
Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
Y	Jamie Peckham
Y	Matt Mize

- vi. Y=Yes N=No A=Abstain
 - 1. Yes/No/Abstain=7/0/0
 - 2. Motion Carries

ITEM #11: Discussion and possible action regarding adding Steve Robinson, Executive Director, as a signer on all Claremore Main Street bank accounts.

- d. Motion to add Steve Robinson, Executive Director, as a signer on all Claremore Main Street bank accounts.
 - vii. Motion: Matt
 - viii. Second: Bryce

Y	Bryce Bethel
Y	Megan Douglas

Y	Lindsey Martin
	Phil Tubbs
Y	Katie Varner
Y	Cassie Woods Howell
	Anita Miller
Y	Jamie Peckham
Y	Matt Mize

ix. Y=Yes N=No A=Abstain

1. Yes/No/Abstain=7/0/0
2. Motion Carries

ITEM #12: Old Business

- a. No Old Business

ITEM #13: New Business

- b. No New Business

ITEM #14: Adjournment

- a. Motion to adjourn meeting
 - a. Motion: Lindsey
 - b. Second: Bryce
- b. Adjourned by unanimous consent at 6:23 pm
 - a. Motion: Lindsey
 - b. Second: Bryce