



Claremore Main Street, Inc.
Board of Director Agenda
Wednesday, August 11th | 5:30 p.m. Claremore Main Street Offices

Discussion and Possible Action will be taken on the Following Items:

1. Call to Order Time: 5:30

In attendance:

Bob Waters	Sam Wilson	Matt Mize	Tim Wantland
Sarah Moss	Claire Hawkins	Kathy Glover	Zach Oliver
Kyle Clifton	Sarah Lepak (arrived at 5:32)		Ronda Cole
Caitlyn Ngare	Travis Peck	Jimye Sharp	

Absent:

Kevin Fortna

2. Introduction of Visitors / Visitor Comments and Questions

Daniel Hintz- Velocity Group	Bailey Robinson- Crooked Roots
Adrienne Bethel- Crooked Roots	Cari Bohannon- The District on Main
Susan Gebhart- 320 on Main	Jordan White- CIEDA

3. Approval of Minutes from the June 2021 regular board meeting

Motion: Tim Second: Claire

Motion carries by unanimous consent

4. Financial Report – May-July 2021

May Financials

Motion to approve May Financials

Motion: Sara Moss Second: Ronda Cole

Bob Waters y	Sam Wilson y	Matt Mize y	
Tim Wantland y	Sarah Moss y	Claire Hawkins y	Kathy Glover y
Zach Oliver y	Kyle Clifton y	Sarah Lepak y	Ronda Cole y
Caitlyn Ngare y	Travis Peck y	Jimye Sharp y	

Motion carries

June Financials

Year to date is cash basis Audit report will include capitalization of office improvement and downtown lighting

Motion to approve June Financials

Motion: Zach Oliver Second: Travis

Bob Waters y Sam Wilson y Matt Mize y
Tim Wantland y Sarah Moss y Claire Hawkins y Kathy Glover y
Zach Oliver y Kyle Clifton y Sarah Lepak y Ronda Cole y
Caitlyn Ngare y Travis Peck y Jimye Sharp y

Motion Carries

July Financials

PPP Loan forgiven.

Motion to approve July Financials

Motion: Sara Moss Second: Kathy Glover

Bob Waters y Sam Wilson y Matt Mize y
Tim Wantland y Sarah Moss y Claire Hawkins y Kathy Glover y
Zach Oliver y Kyle Clifton y Sarah Lepak y Ronda Cole y
Caitlyn Ngare y Travis Peck y Jimye Sharp y

Motion Carries

5. Executive Director Report

a. Daniel Hintz

- i. Working with CEIDA for the comprehensive vision and helping with organizational development and marketing.
- b. Alley names
 - i. Working with design committee
 - ii. Would like to see active alleys in the future
 - iii. Considering a community name suggestion to get more community engagement
- c. Cedar Point cleanup
 - i. Sunday August 8th 15 Cedar Point volunteers helped clean up Main Street
- d. RSU marketing opportunities
 - i. Opportunities to promote Main Street during sporting events such as banners and scoreboards
- e. Visit Claremore marketing opportunities
 - i. Lilac District Branding
 - ii. Route 66 Lilac Festival may be a future event
 - iii. Shop, dine, and fun advertising and OK Route 66 Associations Annual Trip Guide

Motion to approve funds for advertisement

- Motion: Bob Waters
 - Second: Kathy Glover
 - Carries by unanimous consent
 - f. Merchant meeting
 - g. Board meeting schedule
 - i. Discussion about shifting time from 5:30 to another time, possibly 4:30
 - ii. No change to time
 - h. State Award Banquet- September 20
 - i. All board members invited
 - ii. Location OKC
6. Executive Assistant Report
- a. Social media
 - b. Website updates

c. Quick books/financials

She has a possible new job lined up for the fall

7. Presidents Report

a. Nothing new to report

8. Committee Report

a. Design Committee (Kyle Clifton)

i. 2nd downtown map

1. Serves as a wayfinding map and fundraiser
2. Double sided with some tourism slogan
 - a. Adding second side to original map as well
3. Located at bump-out near Spectrum
4. Cost: \$3,650

Motion to approve moving forward with new sign

- Motion: Matt Mize
- Second: Zach Oliver
- Motion carried by unanimous consent

ii. Parking signs

1. Reskinning of current signage and adding some new signage
2. Cost: \$615

Motion to approve the allocation of funds for parking signs contingent upon design approval

- Motion: Travis Peck
- Second: Tim Wantland
- Motion carried by unanimous consent

iii. Discussion of updating parking lot striping in the parking lot by the railroad tracks

iv. Parklet Discussion

1. Still looking at parking survey data
 - a. Parking study to be done by city in October

2. City of Claremore City Manager, John Feary, approved the use of public right of way for the purpose of the parklet project using the process identified in the city of Claremore code of ordinances
3. Looking at alternative sites due to merchant concerns
4. Discussion about possibly testing out more temporary versions of a parklet to determine best location for the semi-permanent structures in the future
5. Discussion about approaching merchants for some alternative parking suggestions for employees

Motion to table the parklet discussion until September

- Motion: Tim Wantland
- Second: Claire Hawkins
- Motion carried by unanimous consent
 - b. Economic Vitality (Caitlyn Ngare)
 - i. Micro grants (alley)
 1. Ten per fiscal year of \$100 for alley beautification/window wraps following façade grant guidelines

Motion to approve adding Micro grants for alley activation using current façade grant guidelines

- Motion: Ronda Cole
- Second: Claire Hawkins
- Motion carries by unanimous consent
 - ii. Daily Progress parking
 1. Asking about usage after hours, waiting on a response
 - c. Organization Committee (Samantha Wilson)
 - i. Partnership Drive
 1. Stuffed envelopes, sent out packets, sponsorships have started coming in
 - ii. Hall of Fame
 - d. Promotions Committee (Jimye Sharp)
 - i. Food Truck Thursday

1. Next FTT is tomorrow with RSU
 - a. 160 freshman coming from HillCamp
 - b. Athletes, faculty, and staff will attend as well
 2. New Hope Church of God to do tables during events
 - ii. Dickens on the Boulevard
 1. Discussed key events for the evenings
 2. Divided up contact responsibilities to begin preparation
 3. Always looking for volunteers leading up to and during event
 4. Wanting to invest in a stage
 - e. Merchants Committee (Rhonda Cole)
 - i. Bringing back cash mob with new brand- SHOP LOCAL FIRST
 1. Monthly event- coordination of business and restaurant
 2. Targeting groups of people to encourage more community participation
 3. No set dollar amount
 - ii. Holiday open House Nov. 2, 6-8pm
 1. Bingo cards to get stamps for visiting each store
 2. RCB will print Save the Date cards for the event
 - iii. Volunteering for main street events- they would like specific signup sheets with tasks and time slots
 9. New Business
 - a. Jacob will be taking a personal week next week
 10. Any New Business that could not have been reasonably foreseen at the time the agenda was posted.
 11. Old Business
 - a. Status on the mural by Cherokee Nation.
 - i. Artist passed away suddenly
 - ii. No current plan in place to move forward yet
 12. Adjourn Time: 7:29
- Motion: Zach Oliver Second: Samantha Wilson
Bob Waters Sam Wilson Matt Mize



Claremore Main Street, Inc.
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Motion Carries