

**MEETING MINUTES
CLAREMORE MAIN STREET, INC.
BOARD OF DIRECTORS**

Wednesday, September 9th, 2020 | 5:30 p.m.
Main Street Tavern

IN ATTENDANCE:

Andrew Hocutt	Ronda Cole	Sara Moss	Tim Wantland
Kyle Clifton	Lou Flanagan	Travis Peck	Caitlyn Ngare
Bob Waters	Zack Oliver	Jimye Sharp	Jacob Garrison

Absent: Kara Lenard, Kathy Glover, and Sarah Lepak

1. Call to order

Time: 5:34 p.m.

2. Introduction of Visitors / Visitor Comments and Questions

None

3. Approval of Minutes from August 2020 Regular Board Meeting

Motion: Kyle Clifton Second: Travis Peck Motion Carried: Ronda Cole abstained. No
opposed. Passed, with an amendment to the attendance list.

4. Financial Report

A. September Financials

Motion: Bob Waters Second: Kyle Clifton Motion Carried: Unanimously, with amendment
to Profit and Loss Report - Payroll Expense.

5. Executive Director Report

a. Kiosk Partnership Drive

i. Jacob Garrison presented an increase in partnerships and allowed Lou Flanagan to further explain in her Partnership Drive update. Garrison provided a photo of the new Downtown kiosk which has been placed in front of Lynn Riggs (Gazebo) Park on Will Rogers Blvd.

b. Corporate Olympics

i. 10 teams are currently registered and looks to be a successful event.

c. Branding

i. Jacob Garrison displayed the new Main Street logo and colors to make the Downtown district more distinct.

d. Jacob Garrison introduced the newest member of the Board, CIEDA Representative, Caitlyn Ngare.

6. President's Report (Andrew Hocutt)

a. Andrew Hocutt announced that Main Street was approved for Oklahoma small business funding. Claremore Main Street has now been added to the Official Oklahoma Route 66 Passport. Visitors can now visit Main Street to get their passport stamped.

The next board meeting will be **Wednesday, October 14th, 2020 at 5:30 pm.**

7. Committee Reports

A. Design Committee (Kyle Clifton)

i. The Design Committee last met to discuss and approve work plans. Improvements and plans include window clings for vacant buildings that show a historic storefront, updated light poles and street signs with new Downtown color schemes, as well as alley street naming.

A. Economic Vitality Committee (Jacob Garrison)

i. Economic Vitality Committee also met to discuss and approve of work plans. Plans will include new lighting, signs, and an updated parking study. Jacob Garrison reached out to Dr. Brown regarding redistricting maps and the upcoming parking study. Three new members have joined the Economic Vitality Committee.

B. Organization Committee (Lou Flanagan)

i. Lou Flanagan provided a membership drive update. Main Street is currently up \$21,930 in cash, kiosk, and in-kind donations. Lou Flanagan also commended Jacob Garrison on his recent performance.

C. Promotions Committee (Jimye Sharp)

i. Food Truck Thursday

September – Route 66 Melton Classic Cars

October – Halloween

ii. Dickens on the Boulevard

Scheduled for November 21st and 22nd. This year will be the 25th anniversary. The event is in need of volunteers and two photographers.

D. Merchants Committee (Sarah Moss)

Sarah Moss proposed that Board members or Jacob Garrison personally invite Downtown merchants to the merchant meetings. There is also a need for increased Board member participation at the monthly merchant meetings. Meetings are scheduled the 2nd Wednesday of the month at 9 am.

8. New Business

Bylaws update will be voted on at the October 14th, 2020 Board of Directors meeting. Clare from Spectrum Paint will be joining the Board next month, where the Board will vote to appoint her to the Board.

9. Any New Business that could not have been reasonably foreseen

None

10. Old Business

None

11. Adjourn

Motion: Travis Peck

Second: Sarah Moss

Time: 6:25 p.m.

Respectfully submitted by: