



Claremore Main Street, Inc.
419 W. Will Rogers Blvd.
Claremore, Oklahoma 74017
(918) 341-5881

Claremore Main Street, Inc.
Board of Director Agenda

Thursday, November 12th, 2020 | 5:30 p.m. Main Street Tavern

In attendance:

Bob Waters	Andrew Hocutt	Lou Flanagan	Ronda Cole
Claire Hawkins	Jimye Sharp	Zach Oliver	Sara Moss
Kyle Clifton			

Guests:

Jacob Garrison
Shiloh Johnson

Absent:

Travis Peck	Tim Wantland	Caitlin Ngare	Kathy Glover
Sarah Lepak			

Kyle Clifton entered at 5:53 PM

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

1. Call to Order **5:42 PM**
2. Introduction of Visitors / Visitor Comments and Questions
 - a. **Introduced Shiloh Johnson**
3. Approval of Minutes from the October 2020 regular board meeting
 - a. **Change \$35,479 to \$13,000**
 - b. **Motion: Ronda Cole Second: Jimye Sharp Motion Carried: Unanimously**
4. Financial Report
 - a. October Financials
 - i. **Motion: Lou Flanagan Second: Jimye Sharp**
 - **Motion Carried Unanimously**
5. Executive Director Report
 - a. Shiloh Johnson - Introduced as new employee.
 - a. PPP Loan - **RCB notified the start of the PPP Loan process. Now in waiting period.**
 - b. GRDA Lights - **Working on getting clips up for lights downtown. Should be up by Dickens.**
 - b. Fall Festival - **Deferred to Jimye to report during Promotions Committee Report**

- c. Stop Signs/Archway - **Working on getting quotes. Pursuing more affordable options. Undecided as of now.**
 - d. Ann's Cleaners - **Displayed rendered images of window decals for Ann's Cleaners.**
 - e. Chamber of Commerce- **Contract Proposal for renewing lease in Chamber office and adding one extra office to the lease for Shiloh. Currently paying \$400/mo for one office for Jacob. Chamber proposed new lease agreement of \$500/mo for Jacob's office and \$300/mo for an additional office space for Shiloh, for a total of \$800/mo and a proposed 3 year lease.**
6. President's Report - **Andrew deferring his time for Jacob to pitch his long term vision for the future of Main Street.**
7. **Went over 2-3 year plan. To include, but not limited to: determining external parking study, work with Method Architecture to create Main Street vision, Alley Activation, wayfinding, 2nd floor/downtown living, expand our downtown footprint, Claremore's strategic plan, continue to grow relationships outside of Claremore (Lobeck Taylor, Route 66 Association, Kaiser foundation, State Tourism Dept.), Grow our presence to the surrounding communities, Increase web presence, posters/ads throughout county, increase partners in the surrounding communities, Increase CIEDA/City of Claremore contribution to \$100,000/yr+, \$40,000-\$45,000 partnership drive, \$10,000 in kind partners, transition to associate state member, increase staff and manpower, strengthen committees and their external relationships within community. 10 year plan: new location (preferably owned), 3 full time employees, continued implementation of city's strategic plan through main street master plan, food truck park plan/funding source, parking structure, new downtown lighting, increase sidewalk walkability, create a better bike and pedestrian network, and increase green space**
8. Committee Report
- a. Design Committee (Kyle Clifton) -
 - i. **Spoke of involvement with the biking committee and their direction for the future. Potential "Bike-Share Stations", should add a different dynamic to the bike/ped setup we currently have. Going to be more involved with this moving forward.**
 - ii. **Cherokee nation mural still interested in painting back of Main Street Tavern building. Looking at reducing size of mural and sourcing grant money to pay for it. Looking at linking up with a nonprofit. Current hold up for project is sourcing funding to cover the mural.**
 - b. Economic Vitality (Kara Lenard)
 - i. **Jacob Garrison doing EV report. Went over 2016 parking study. Plan is to update it in tandem with city, likely outsourcing the parking study. Next meeting to discuss Main Street Master Plan.**
 - c. Organization Committee (Lou Flanagan)

- i. **38,779.13- Cash**
 - ii. **8,000.00- In Kind**
 - **Up to \$10,000 in kind**
 - **Farley's donating groceries as in kind donation.**
 - **Sending out Christmas cards to all of our in kind and contributors.**
 - d. Promotions Committee (Jimye Sharp)
 - i. **Fall Festival - Went great. Discussed upping our candy purchases for next year due to excessive volume of attendees, this year.**
 - ii. **Dickens on the Boulevard - Made some health and safety adjustments for COVID-19 (no sitting on Santa's lap because he will be behind a window and allowing photos with him from the other side of the glass, no tales from the top this year, and no line dancing this year.) Mentioned to Sara Moss that a representative of RCB would be welcome to show up as a sponsor. And GRDA will be there as a sponsor responsible for the lighting. Need volunteers for assorted tasks. Talked about this year's "Digital Dickens Dollars," sharable currency for increasing Social Media engagement and traffic.**
 - e. Merchants Committee (Jacob Garrison)
 - i. **Did Merchants and Mimosas. Went great**
9. Executive Session - Motion: Kyle Clifton, Second: Bob Waters, Motion Carried: Unanimously
- a. **Motion: Kyle Clifton Second: Bob Waters Motion Carried: Unanimously**
 - b. Chamber Contract
 - c. Executive Director Mid-Year Evaluation
 - d. Motion to leave executive session:
 - i. **Motion: Jimye, Second: Kyle Clifton, Motion Carried: Unanimously**



10. New Business

- a. **Motion to enter into contract negotiations with the Chamber of Commerce, to have 2 board members and the Executive Director handling that negotiation (Zach Oliver, Jacob Garrison, and Andrew Hocutt) and moving forward with the full power and authority to enter into a contract with the Chamber:**
- b. **Motion: Lou Flanagan, Second: Jimye Sharp**

Bob Waters - Yes Andrew Hocutt - Yes Lou Flanagan - Yes Ronda Cole - Yes
 Claire Hawkins - Yes Jimye Sharp - Yes Zach Oliver - Yes Sara Moss – Yes
 Kyle Clifton (Abstain)

- c. **Motion to increase Jacob Garrison’s gross salary to \$60,000 a year (before benefits) effective January 1, 2021:**

- i. **Motion: Kyle Clifton, Second: Zach Oliver**

Bob Waters - Yes Andrew Hocutt - Yes Lou Flanagan - Yes Ronda Cole - Yes
 Claire Hawkins - Yes Jimye Sharp - Yes Zach Oliver - Yes Sara Moss - Yes
 Kyle Clifton - Yes

- 11. Any New Business that could not have been reasonably foreseen - **No unforeseen new business.**
- 12. Old Business - **No old business**
- 2. Adjourn - **Adjourned at 7:20**