



## Executive Board Meeting NOTICE & AGENDA

Meeting to be held at: Downtown Vacaville Office,

313 Parker Street, Vacaville

Tuesday, January 9th, 2024 @ 9:00 am

1. Call to Order

2. Roll Call by Secretary:

President: Matt Taynton

Vice-President: Leslie Silver (temp suspended)

Secretary: Ted Neima

Sergeant-at-Arms: Elaine Cloutier

Treasurer Pro-Tem Duana Rios

Executive Director: Leslie Silver

3. Approval of Agenda

4. Approval of Minutes December Meeting

5. Comments from Downtown Vacaville Members or the Public pertaining to Downtown Vacaville Issues

6. Downtown Vacaville Business

a. President's Report

Review Process for Election of Officers at BOD Meeting

Review Process for Creating Committees-What's Required of BOD?

February Presentation

b. Secretary's Report

c. Treasurer Report

New Quick Books Desk Top Pro Needed \$660 +tax and a new payroll provider

IT Help: Back Up To Cloud For Quick Books

New Computer for Bookkeeping & Other Needs

Update on Bank Accounts

d. Executive Director Leslie Silver Report

Holiday Card to Members

New Year Letter to Members/Board (reminder 17th Training)

2024 Events Update

Love Stroll/Eventeny/Cost Plastic&Bags Sponsorship

Farmers Market Update Parker vs Andrews Park/Anthony's Assistance

Associate Member Application Review/Member vs Associate Member Benefits

Brian McLean Presentation BOD Meeting LED Lighting Upgrade

501c3 Update

Donaghy Distributor Anheuser Busch/Sponsorship Proposal

e. Other New Business by Executive Committee Members

7. Motion to Adjourn