

Downtown Milford, Inc.

Board of Directors Meeting

December 1, 2020

Present: Peggy Reilly, Shelley Moore, Sandy Gullede, Yanelle Powell, Matt Babbitt, Anastasia Jackson, Lang Redden, Don Vaughan, Cat Perfetti

Excused: Joey Phillips, Kelly Lang

Absent: Zachary Foust

The meeting was called to order at 5:33

The minutes from November should read Excused: Yanelle Powell, Kelly Turner

Sandy Gullede made a motion to accept the minutes from the November meeting, Lang Redden , seconded. All members present approved the motion.

President's Report: Included in packet sent to all board members

In January Peggy Reilly, Cat Perfetti and input from Dan Bond, will make a presentation to City Council in regard to our city funding.

Executive Director's Report: Included in packet sent to all board members

We are mostly moved into our new office space. Lang Redden volunteered to take down our signage. We need to update our mailing address. Comcast needs the box for the TV hookup. Peggy will ask Sara Pletcher if she remembers their being one. We need a doorbell for the new office. Lang Redden volunteered to pick one up.

Treasurer's Report:

Paypal has been set up for donations to the Santa House. Sara Pletcher and Joey were working on possibly also setting up Venmo or Cash App.

We profited \$2500 from the greenery sale.

Sara Kate Hammer presented us with a \$4000 bill from the Shipyard project. After we pay it we will be reimbursed by the USDA grant.

A motion was made by Lang Redden, seconded by Matt Babbitt to accept the Treasurer's report from November. All board members present approved.

Design Committee: The hay baskets have been decorated.

Economic Vitality:

So Del Concepts are interested in coming and taking a look at our downtown. In January Dan Bond will meet with them and show them the Penney building and what was the old bank.

Organization Committee:

The Big Ask should be out in the mail today or tomorrow.

Cat Perfetti and Peggy Reilly will be hand delivering to the businesses in town.

Promotions:

The Holiday Market is Friday December 4 from 5pm to 8pm.

Cat Perfetti will take the raffle baskets from the Pub Crawl and give out chances in front of our new office space. Sandy Gullledge will donate pens to use.

We still need a few volunteers. All vendor spaces are filled.

Old Business:

The Pub Crawl will not be held in March, due to Covid restrictions. We may try and reschedule during the summer months, if restrictions are lifted. Don Vaughan presented the motion, Matt Babbitt seconded, and the motion was approved by all board members present.

The Economic Vitality committee has revisited the loan application for Cookies Paper Petals. She has requested \$5000. Dan Bond met with Anastasia and she presented her business plan to him. The EV Committee's recommendation was to give her \$2500 for now and have her present receipts and documentation that the monies were used for materials, equipment and upgrades to her business space. Then give her the other \$2500. She is currently being successful with mail order and zoom classes. Sandy made a motion to accept the EV committee recommendation to approve a revolving loan for \$2500 without a credit check. Moving forward we will revamp our loan process to include a personal guarantee of repayment. Don Vaughan seconded the motion and it was approved by all board members present.

Peggy will meet with Craig to change the loan paperwork and process. It will be reworded to include a personal credit check and a personal guarantee of repayment.

New Business:

We need a board member on EV committee. Yanelle Powell volunteered.

Peggy/Cat will have a conversation with Brad Dennehy about our typical donations to Parks and Rec, during times of Covid. In a typical year we have given them \$5000 to \$7000 from proceeds from the Bug n Bud festival, which did not take place this year. We have had donations from Bayhealth and Ace Hardware that we could possibly reallocate to Parks and Rec.

We now have several empty board seats. We did not replace Jason Peel and now we also have Cat Perfetti's seat empty. Peggy noted that Kelly Turner and Zach Foust have not been attending meetings.

Zach has also not joined a committee. Peggy stated that Kelly, being in real estate, works evenings. We need everyone's input and commitment or they will be moved off the board. Peggy will reach out to both of them and see where they stand.

James Rabe was suggested as being invited to the board. He is currently on the Organization committee.

Don Vaughan made a motion to reach out to James and invite him to the board. Lang Redden seconded and the motion was approved by all board members present.

We need more signees on the bank account. All board members present approve of Peggy Reilly, Sandy Gullledge, Matt Babbitt, Lang Redden and Amy (Cat) Perfetti to be put on the bank account as signees.

Joey Phillips has suggested we get a shed to store excess DMI paraphernalia. We will table this until we get moved out of our current space and see how much we have left to store.

Lang Redden made a motion to adjourn the meeting at 6:42pm. Matt Babbitt seconded.

Respectfully submitted,

Shelley Moore, secretary

Our next meeting will be January 5, 2021.