

President Bailey called the meeting to order at 7:34 a.m.

**Roll Call:**

**Present:** Amori, Bailey, Brauer, Brice, Hill, McClerren, Wills

**Absent:** None

**Also Attending:** Market Manager, Candace Ingham, Committee Person, Rick Dery and Village Clerk, Liz Edwards

**Recitation of Mission:** by President Bailey

**Consent Agenda:**

\***Motion** by **Amori**, supported by **McClerren** to accept the Consent Agenda as presented. Included were: Agenda, Minutes of October 21, 2019, Treasurer's Report of October 31, 2019, Operations Report, Downtown Dollars YTD Usage Report, Project Brief – Small Business Saturday and MSOC 2020 Tentative Calendar.

**All in favor, motion carried 7/0**

**Disbursements:**

**October 2019 Disbursements**

\***Motion** by **Wills**, supported by **Brice** to approve Disbursements Report dated October 31, 2019.

**Roll call vote:**

**Aye:** Bailey, Brauer, Brice, Hill, McClerren, Wills, Amori

**Nay:** None

**Motion carried 7/0**

**Business to Come Before the Board:**

**A. 2019 Summary & 2020 Market Manager Contract**

Manager Ingham provided a summary of the 2019 Farmers Market season. The focus for 2019 was growing vendors and offering a variety of produce. The market averaged 200-400 people each week. At the end of the season there were eight vendors. Long term goal is to make the market consistent and well managed. Focus for 2020 will be sponsorships and growth.

The 2020 Market Manager was reviewed. Changes of note are correcting dates at top of contract and line one.

\***Motion** by **Brauer**, supported by **Wills** to approve the renewal of contract with Candace Ingham as Market Manager for the 2020 season with noted changes to dates.

**Roll call vote:**

**Aye:** Brauer, Brice, Hill, McClerren, Wills, Amori, Bailey

Nay: None  
**Motion carried 7/0**

**B. Project Brief – Heritage Garden**

McClerren noted at the Joint meeting held at Old Town Hall there was a lot of concern and discussion on the current shape of the Heritage Garden. The Project Plan is incomplete until further legwork can be completed. The current plan will be done in phases. The project is placemaking and downtown beautification initiatives and would enhance Old Town Hall. It is in alignment with the new Master Plan and DDA Goals.

It was the consensus of the board for Courtney to continue to move forward with the Heritage Garden plan.

**C. Project Brief - Red Barn**

Brauer indicated purchase of the Red Barn property aligns with the goals and objectives of the DDA. The goal is to create a gathering space. Options for purchase included were all assumption based.

It was the consensus of the board for Allison to move forward with the investigation of purchase of the Red Bard property.

**D. Project Brief – Christmas in the Village**

The Christmas in the Village Committee will be meeting at 9:00 a.m. on Wednesday, November 20<sup>th</sup> at the Village Office.

Brandon High School Student Council will be hosting a Chili Cook-Off during Christmas in the Village for the purpose of raising funds in coordination with the School's Charity Week. They hope to raise \$200 towards their goal of \$5,000.00. A Project Brief was provided.

**E. DDA Appointments to Friends of Amos Board**

It was recommended to have DDA partnership with the Friends of Amos Board by having three members appointed. The President is an ex-officio member and for continuity it was suggested to appoint Treasurer Wills and President Elect McClerren.

**\*Motion by Brauer, supported by Amori to appoint Wills and McClerren to the Friends of Amos board as DDA representatives for the duration of their DDA tenure.**

**All in favor, motion carried 7/0**

**Additional Business & Board Comments:**

Brauer provided a Communications Plan Project Brief. The goal is to provide regular consistent messaging regarding the DDA and to have some type of communication out to the community each month, either in the Citizen, on website or facebook page.

It was the consensus of the board for the Organization Committee to move forward with the development of a Communications Plan.

**Adjournment:**

ODDA  
DRAFT Minutes  
November 18, 2019

**\*Motion** by **Amori**, supported by **McClerren** to adjourn the meeting at 8:38 a.m.

**All in favor, motion carried 7/0**

KLE

Respectfully submitted,

K. Liz Edwards  
Village Clerk