

MEETING MINUTES
MEETING OF THE ST. ALBANS CITY DOWNTOWN BOARD
& BOARD OF DIRECTORS OF ST. ALBANS FOR THE FUTURE
6:00 PM, TUESDAY, APRIL 17, 2018
ST. ALBANS CITY HALL, 100 NO. MAIN ST.

Approved May 15, 2018

Board Members Present:

Katy Collin, Maureen Brown, Donna Howard, Amanda Liese, Emily Richards, Erik Johnson, Mike Blouin, Laz Scangas

Board Members Absent:

Rachael Sink

Staff Present:

Chip Sawyer, Director of Planning & Development

Public Present: None.

1. **Call to Order – Chair K.Collin opened the meeting at 6:05 PM.**
 - a. Additions or Deletions to Agenda – None.
2. Annual Meeting
 - a. Nomination and election of Board Chair

Motion from E.Richards to nominate Katy Collin for Board Chair. Seconded by Laz Scangas.

K.Collin asked for any other nominations. There were none.

Motion by E.Johnson to elect Katy Collin as Board Chair. Seconded by M.Brown and approved with all in favor.

- b. Nomination and election of Board Vice Chair

Motion by M.Blouin to elect Erik Johnson as Vice Chair. Seconded by D.Howard and approved with all in favor.

- c. Nomination and election of Board Secretary/Treasurer

Motion by M.Brown to elect Laz Scangas as Secretary/Treasurer. Seconded by E.Richards, and approved with all in favor.

- d. Update corporate banking resolution to include new Chair and Treasurer, if necessary. No action needed.

3. SAFF Financial Report
 - a. Discuss moving VTFCU Concert Series donation to City. Update from C.Sawyer.
 - b. Discuss financial policy for events.

Also a discussion about procurement/bidding policies.

4. Project Updates
 - a. City Hall Auditorium improvements grant. Cultural Facilities grant.
 - b. 2018 events. Discussion about Burlington First Night being canceled. Conversation pivoted to the First Night being planned by 14th Star. Should St. Albans plan for more non-alcoholic, kids-friendly events. Laz suggested inviting Andrea to the next meeting or otherwise speaking with her. Perhaps fireworks. Question on whether the St. Albans Creamery photo contest would raise funds to benefit a local cause. Could SAFF do milk cans? There was extensive discussion about FOT and their plans for this year's event.
 - c. *Around Our Town* calendar. Update from E.Johnson about Chamber of Commerce meeting. Chamber was receptive and interested in continuing the conversation about being fiscal agent or taking on the calendar entirely. There will be an attempt at the next regional recreation meeting in Highgate to appoint community representatives from around the county to move the calendar to the next steps.
 - d. Social media. It was noted that May would be the final month of the social media services contract with Rachael Sink.
 - e. OPEN flag project. Discussion about the last Merchants meeting about ability of Main Street Graphics to customize a section of the flags.
 - f. Main Street Paving. Update from Chip.
 - g. Downtown Wi-Fi. Update from Chip.
 - h. Storefront accessibility survey. No activity in March/April.

5. Committee Reports
 - a. Community Arts. Cmte. is up to 6 members. Idea to have banners with local art put on Downtown streetlights. Pursuing an outdoor movie screen and an art movie license. Perhaps a showing of the Halloween films. SACA website will go up soon.
 - b. Merchants / Promotion. Will bring milk can idea to next meeting.
 - c. Organization
 - i. Discuss appointment for open Board seat. Update from Chip.

6. Other Business
 - a. Approval of Minutes

Motion by M.Blouin to approve the minutes of March 20, 2018 with corrections to name spelling. Seconded by E.Johnson and approved with all in favor.

- b. Other – None.
- 7. Public Comment – None.
- 8. Adjourn

Motion by M.Blouin to adjourn at 7:06 PM. Seconded by E.Johnson and approved with all in favor.

Minutes taken by Chip Sawyer