

BUCHANAN DEVELOPMENT ORGANIZATION
BOARD OF DIRECTORS MEETING AGENDA
Wednesday February 15, 2023
River Saint Joe | 6:30 p.m.

1. Call to Order
2. Approval of Agenda – February 15, 2023
3. Approval of Minutes – January 18, 2023
4. Review Financials - N/A
5. Board Membership
 - a. Acceptance of New Members – Peter Lysy
 - b. Acceptance of Member Terminations– None
6. Standing Reports (**Limited to 10 min**)
 - a. Organization
 - i. Strategic Partnerships/Fundraising
 1. To Pursue
 - a. Attractions
 - b. Nonprofits
 - c. Large Employers
 - b. Promotion
 - i. Heritage Dinner
 - ii. Website Progress
 - iii. Communication Plan
 1. Private Facebook Group for DowntowStakeholders
 2. Flier to explain BDO Organization - Ashley (Ask Meg)
 - a. Send in Follow-Up Email
 3. “Perc” Breakfast
 - c. Design
 - i. Main St Map/Building and Business Inventory
 - ii. Communication Board
 - iii. Sign
 - iv. Days Ave
 - v. Desenburg Alley
 - vi. Attractions Map
 - d. Economic Vitality
 - i. Budget
 - ii. Downtown Endowment
 1. Mark to find our about former DDA funds
 2. Vote next meeting on MGCF
 - e. Project Committee(s) - N/A
 - i. Food Trucks - Vote
7. Director's Report
 - a. Business Incubator(s) - Vote
 - b. Milestones
8. Unfinished Business - N/A

- 9. New Business
- 10. Communications - N/A
- 11. Adjournment

Next Board Meeting: March 15, 2023 at 6:30 pm at River Saint Joe

Attendance:

<input type="checkbox"/> Dippo	<input type="checkbox"/> Lemay	<input type="checkbox"/> Virgil	<input type="checkbox"/>
<input type="checkbox"/> Garry	<input type="checkbox"/> McCarty	<input type="checkbox"/> Weedon	<input type="checkbox"/>
<input type="checkbox"/> Hendrixson	<input type="checkbox"/> Shaver	<input type="checkbox"/> Regal	<input type="checkbox"/>
<input type="checkbox"/> Houser	<input type="checkbox"/> Tuite	<input type="checkbox"/>	<input type="checkbox"/>

2022-2023 Milestone Timeline

2022

March 2022

Board of Directors formed under Buchanan Area Chamber of Commerce

April 2022

Formed Subcommittees and Established Priorities

May 2022

Welcomed New Subcommittee Members

June 2022

Established Mission Statement & Branding

July 2022

Completed By-Laws

August 2022

Completed Main St Map

September 2022

Building and Business Inventory

October 2022

Established Placemaking Projects

November 2022

Completed Cohort Training with MEDC

December 2022

Applied for Nonprofit Status

2023

January 2023

Nonprofit Status Achieved

February 2023

Applied for MGCF Grant (Communication Board)

Established Banking Relations

Applied for For Good Grant (Days Ave Activation)

March 2023

Applied for Common Citizen Grant

Launched Website

Public Outreach Campaign

April 2023

Partnerships - Meeting

Installed Communication Board

Call for Artists - Days Public Art

May 2023

Installed String Lights

Outdoor Seating - Days

June 2023

Installed Days Public Art

Initiated Munchie Mondays

July 2023

Completed Munchie Mondays

August 2023

Opened Business Incubator - Days/Front

September 2023

October 2023

Heritage Dinner

November 2023

December 2023

2022

MILESTONES

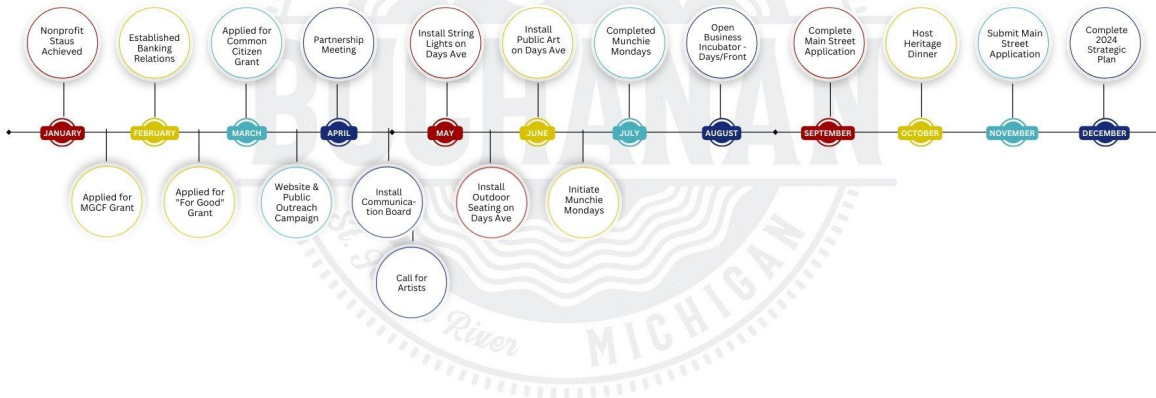
Buchanan Development Organization



2023

MILESTONES - DRAFT

Buchanan Development Organization



BUCHANAN DEVELOPMENT ORGANIZATION
BOARD OF DIRECTORS MEETING AGENDA
Wednesday January 18, 2023
River Saint Joe | 6:30 p.m.

1. Call to Order
2. Approval of Agenda – January 18, 2023
3. Approval of Minutes – N/A
4. Review Financials - N/A
5. Thank-You to Founders, Welcome Buchanan Development Organization
 - a. Acceptance of New Members – None
 - b. Acceptance of Member Terminations -- Meg Paulette
6. Adjourn as “Founders” Call to Order as BDO
7. Standing Reports (**Limited to 10 min**)
 - a. Organization
 - i. New Standards as Nonprofit
 - ii. Website, P.O. Box
 - b. Promotion
 - i. Website Progress
 - ii. Communication Plan
 1. Private Facebook Group for Downtown Stakeholders
 - c. Design
 - i. Sign Progress
 - d. Economic Vitality
 - i. Budget Dependant on Outstanding Matters
 1. Municipal Support
 2. Projects/Events/Grants/Sponsorships
 - e. Project Committee(s) - N/A
 - f. Events
 - i. Vote: Labor Day or Harvest (Jubilee Festival)
 1. Open Mic Night 9/2 - Homecoming 10/13
 - ii. Additional Committee Members Needed
8. Director's Report
 - a. “Visioning Exercise”
 - b. First [Killer] Project
 - c. First [Killer] Press Release
 - d. Chamber Relationship
9. Unfinished Business - N/A
10. New Business
 - a. (re)Approval of By-Laws
 - b. Leadership Votes: (Additional Nominations to Be Considered)
 - i. President: Tony Houser
 - ii. Vice President: Ann Tuite (Help from Tracy Dipppo)
 - iii. Treasurer: John Shaver
 - iv. Secretary: Tracy Dipppo (Help from Jen Garry)

c. Terms (Pre-Populated with leaders on longer terms, then alphabetical by last name)*These can be adjusted as necessary

- i. 3 Years - Tony, Ann, Tracy
- ii. 2 Years - John, Jen, Randy
- iii. 1 Year - Ulrike, Kathy, Mark

11. Communications - N/A

12. Adjournment

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