

**BUCHANAN DEVELOPMENT ORGANIZATION**  
**BOARD OF DIRECTORS MEETING AGENDA**  
**Wednesday June 21, 2023**  
**River Saint Joe | 6:30 p.m.**

1. Call to Order
2. Approval of Agenda – June 21, 2023
3. Public Comment - Agenda Items Only (3-Minute Limit)
4. Approval of Minutes –
  - a. May 17, 2023
5. Review Financials
6. Board Membership
  - a. Acceptance of New Members – None
  - b. Acceptance of Member Terminations– None
7. Standing Reports (**Limited to 10 min**)
  - a. Organization
    - i. Fundraising Strategy for US 12 Sign
    - ii. Re-Cap Meeting with MEDC
      1. Application
      2. Follow-Up Email from Leigh
    - iii. Follow-Up Meeting with MEDC
      - 1. November 20 or 21**
      - 2. November 27-December 1st**
  - b. Promotion
    - i. Website
      1. Accomplishments Page
    - ii. Communication with Stakeholders
    - iii. 2024 Event
  - c. Design
    - i. Library Art - Update
    - ii. McCoy's Creek Trail Markers - Update
  - d. Economic Vitality
    - i. Funding
  - e. Project Committee(s)
    - i. Munchie Mondays Report and Update
    - ii. Business Incubator
      1. Contract - Vote
      2. Vendors
      3. Open Hours
8. Director's Report
9. Unfinished Business
  - a. Concessions - July 8th - Greta Pope's Motown
10. New Business
11. Communications
12. Public Comment - Non-Agenda Items Only (3-Minute Limit)

- 13. Board Comments
- 14. Adjournment

*Next Board Meeting: July 19th, 2023 at 6:30 pm at River Saint Joe*

**Attendance:**

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

**BUCHANAN DEVELOPMENT ORGANIZATION**  
**BOARD OF DIRECTORS MEETING AGENDA**  
**Wednesday May 17, 2023**  
**River Saint Joe | 6:30 p.m.**

1. Call to Order @ 6:37pm
2. Approval of Agenda – May 17, 2023 - Weeden made motion, Dippto seconded, unanimous approval.
3. Public Comment - Agenda Items Only (3-Minute Limit)
4. Approval of Minutes –
  - a. March 15, 2023 - Shaver made motion, Virgil seconded, unanimous approval
  - b. April 5, 2023- Houser made motion, Weeden seconded, unanimous approval
5. Review Financials- 1st motion to approve financials as presented dies. Shaver makes a motion to approve financial and vote that all transactions in excess of \$100.00 be approved by a majority of Board Leadership committee members (3 of 4). A roll call vote was conducted, all present approved.
6. Board Membership
  - a. Acceptance of New Members – None
  - b. Acceptance of Member Terminations– None
7. Standing Reports **(Limited to 10 min)**
  - a. Organization
    - i. Fundraising Strategy for US 12 Sign
      1. \$10,000
        - a. Elevator Pitch
        - b. In-Kind Donations of \$5K (North American Signs)
      2. Masons, Cannabis, Live Action, Buchanan Area Chamber of Commerce (Help us Promote)
        - a. 4 for \$2,500
          - i. Sponsor an Event
            1. Thrill on the Hill, Bucktown Christmas, Arts and Historic District, Redbud Blossoms, Scarecrows?, McCoy Creek Trail, Farmers Market, Concert Series, Chili Walk
          - ii. Tony - Rick Paniagua (\$500)
          - iii. AEP - Ashley (\$1000)
          - iv. SEMCO - Ann to talk to Katie (\$1000)
          - v. Honor Credit Union - Ann to talk to Karol (\$250)
          - vi. Sturgis Bank - Mark (\$250)
          - vii. Redbud Roots - Mark (\$1000)
          - viii. Buchanan Area Chamber of Commerce - Ashley (\$250)
          - ix. Scarecrow Ladies - Kathy (\$250)
          - x. Masons - Mark (\$500)
          - xi. United - Mark (\$500)
          - xii. Preservation Society - Peter (\$250)

- xiii. Life Action Ministries - Kathy (\$1000)
- xiv. The Home Source Group - Kathy (\$500)
- xv. American Legion - Mark (\$250)
- xvi. Starks Funeral Home - Kathy (\$500)
- xvii. Downtown Business Owners (Open)
- xviii. Redbud MX (Randy)
- xix. Redbud Hardware

b. Promotion

i. Perc Breakfast Report

1. Send Thank-You

ii. Downtown-Focussed Meeting

1. Set Date

iii. Newsletter Contact List

1. Send out link again

2. Add contributions by next meeting

iv. Reminder - Meeting with Leigh

1. **Monday June 5 11am-2:30pm**

a. Site Visit Agenda

b. 11:00am - Tour of Downtown-/District

c. 11:45pm – Lunch with Ashley

**d. 1:00pm – Meeting with Main Street Board**

**i. Ask Meg if we can use the Library**

**ii. Meeting Haus on Main**

e. 2:30pm - Adjourn

v. Website

1. Supporters

- a. City of Buchanan, MGCF, BACC, North American Signs, Rowland Property Group, Redbud Hardware, RSJ, DPM, Library, Buchanan Chronicle, Roti Roti Art Center, Lions, Gustavsen

2. Additional Resources/Services?

c. Design

i. Library Art Update

ii. Creek Passage Mural Update

d. Economic Vitality

i. Funding - Project Priorities

1. Business Incubator

2. Communication Plan

3. 501c-3, DBA, Admin/Operational Fees

4. Leave \$1000 in bank at all times, only go below with board vote. Shaver made the motion to approve this, Houser seconded, unanimous approval.

e. Project Committee(s)

i. Munchie Mondays Report and Update

ii. Business Incubator

8. Director's Report

- a. Press Coverage
- 9. Unfinished Business
  - a. N/A
- 10. New Business
  - a. Consider hosting concession stand at concert series
    - i. 7/8 - Greta Pope’s Motown Houser made a motion to approve hosting this concert, virgil seconded, unanimous approval
    - ii. 8/26 - Shakedown Saturday
    - iii. 8/11-8/12 - Chippewapalooza
- 11. Communications
  - a. Did not receive grant from Berrien Community Foundation
- 12. Public Comment - Non-Agenda Items Only (3-Minute Limit)
- 13. Board Comments
- 14. Adjournment @ 8:20 Houser made the motion to adjourn, Lysy seconded, unanimous approval

***Next Board Meeting: June 21st, 2023 at 6:30 pm at River Saint Joe***

**Attendance:**

<u>   </u> Dippo	<u>  A  </u> Lemay	<u>   </u> Tuite	<u>   </u>
<u>  ^  </u> Garry	<u>   </u> Lysy	<u>   </u> Virgil	<u>   </u>
<u>  A  </u> Hendrixson	<u>  A  </u> McCarty	<u>   </u> Weedon	<u>   </u>
<u>   </u> Houser	<u>   </u> Shaver	<u>   </u> Regal	<u>   </u>