



BOARD OF DIRECTORS MEETING MINUTES

Wednesday, September 4th 2024 | 7:30am

Board Presence: Ryan Dieringer, Jenna Hanson, Brad Remmen, Rhonda Urlaub, Danielle Winer, Jacob Nyen, Marsha Bushman, Ashley Fredrick, Amy Krogman, Vicki Tracy

Staff: Diane Gallatin,

Excused: Jill Lutz, Ben Bauer

Unexcused: Isabell Grethen

- I. **Call to order** – President Brad Remmen
- II. **Public Comment** - no comment
- III. **Recitation of the mission statement**
 - a. *“Our mission is to energize and strengthen Downtown Marshfield.”*
- IV. **Recitation of the downtown Marshfield brand promise**
 - a. *“Downtown Marshfield is the premier gathering place for county residents, supporting authentic local experiences in a unique setting.”*
- V. Brad offers update of hiring process, executive committee is work through applicants
- VI. **Committee Updates & Approval of Meeting Minutes**
 - a. Board Meeting - August 2024 meeting
 - b. Design Committee - August 2024 meeting
 - i. Lamar (Jason) has asked locations for the billboard - Danielle will reach out and determine details to bring back to promotion committee
 - ii. Worked on Welcome Back grant, approved 3 grants
 1. Awarded to:
 - a. Frederick Construction
 - b. Pure Glamour
 - c. 503 S Chestnut
 2. Looking for more from the Pawn Shop (Josh Lutz), may approve application in the future
 - iii. Discussed parking lot trash enclosures, will be added to agenda soon
 - c. Economic Vitality Committee - August 2024 meeting
 - i. Continuing to support newly filled spaces downtown, offering + supporting work on grant opportunities
 - ii. Taking a step back from arbitrage, deadline for grant dollars has passed
 - d. Organization Committee - August meeting
 - i. Worked on Hub City Days recap, presentation to the City Council went well
 - ii. Went over events for remainder of the year
 1. Beer Walk - Amy and Jill will be leading
 2. Need to start thinking about downtown awards event in January
 - a. Possibly have it at the Coven, shorter event/mixer

- e. Promotion Committee - no meeting
- VII. **Treasurer Report - Jake Nyen** - no update
 - a. Discussed financials of Hub City Days
 - b. Discussed Executive Director salary position
 - c. Discussed starting a foundation account at the Marshfield Area Community Foundation
- VIII. **Business to Discuss**
 - a. On Bid Board agenda for next meeting - ask for a scheduled, regular bid board percentage increase, need to determine the amount
 - b. Discuss offices change
 - i. Amy makes a motion to vacate the front office in Coven building and Main Street will take the two smaller offices for the same rent, for Diane and Executive Director, board + committees will discuss in design of murals for walls outside of offices, second by Jake, abstain by Marsha, motion carries*
 - ii. In the next meeting, Design committee will discuss mural walls + dumpster enclosures
 - iii. Ryan exits meeting*
- IX. **Recommend Items for future agenda**
 - a. Amy asked board to help find sponsors for Beer Walk
 - b. Brad encourages board to communicate about upcoming events and other details via email or text
- X. **Adjournment**