

**BID Board Meeting Minutes**  
**October 29, 2024**

**In Attendance:** Zack, Sara, Gail, Stephanie, Carrie, Rachel, Katy Hobbs, Akari, Shelly, Tammy S., Leanne, Michelle, Erik

**Absent:** Glenn, Pat, Kenny, Tammy S., Brian

**Call to Order:** 8:35 AM

Zack called the meeting to order.

**Approval of Meeting Minutes for August 2024:**

Zack motioned to approve minutes, Rachel seconded, all approved.

**Treasurer's Report:**

Glen was absent but Shannon discussed the financials. There is still an "Other Expense" that was a transfer between operating and capital accounts and got put back into by Freed Maxick. Zack asked if the financials reflected the Wine Walk income and they only partially do. The EventBrite online ticket sales are not included in this month's but next month will include that income. Rachel asked about the turnout for the Wine Walk turned out to be the most profitable yet. Congratulations to Shannon and to the committee organizing the Walk.

The balance of the capital account went down due to the purchase of the banners and for the artist who designed them.

Rachel motioned to approve the Treasurer's Report, Shelly seconded and all approved.

**Board Updates:**

Zack welcomed the new Board Member, Leanne Jankowski, who was appointed by Rachel. Zack asked Rachel for some clarification about the bylaws and the City appointments. The City is allowed three appointments – one by the CEO, one by the CFO and one by the legislative body. Since Rachel is both CEO and CFO, she gets two appointments. She always appoints herself to stay on top of BID activities, Leanne had reached out to Rachel to get involved in BID committees so she appointed her, and the City Council (legislative body) appointed Tammy Schmidt, who is also a councilmember and wanted to be involved. Zack says that he has had local business people reach out to him to be apart of BID but who's businesses are outside of the BID district. They can be non-voting members only. Voting members must either own property in BID district or lease property for business in the district.

Zack reminded everyone that the bylaws state that Board members' terms can be terminated after missing two meetings in a row. Board members are encouraged to attend and participate in meetings.

Lastly, Zack said that the Boxcar Derby would be taken off the event list organized by the BID and be transferred to the Batavia City School Foundation. It is a more appropriate host for the event as the race is technically held outside of the BID district, and because the Foundation's focus is on the children of the city. The Foundation is happy to take it over, the BID and Shannon are happy to continue to assist with organizing it and with its future success.

Zack said that eventually the Foundation will purchase the Ramp from the BID but in the meantime will rent it from the BID until they do.

Sara motioned approval to remove the Derby from the BID's calendar, I (Gail) seconded and all approved.

#### **Director Update:**

Shannon started by give a summary of what has happened with Freed Maxick over the course of the year. The accountant to whom the BID's account was given to, kept asking for the sae reports over and over causing Shannon raise red flags. After she received two large invoices (\$6900 and \$5000) she started asking question about why the bill was so high. A new account manager ended up telling her that the previous one was not doing his job. The 990 was not filed so the accountant was let go by Freed Maxick. Whether the invoices will have to be paid, despite being Freed's mistake, remains to be determined. She will continue to work with them to get this figured out but is looking for a new firm in the meantime. Rachel and Tammy both said that is a very large bill for a simple audit/financial report and they will ask the firm that the City uses to see if they would be interested. I also know a woman who does work for nonprofits so Shannon can get pricing information from both of these firms.

Shannon reminded everyone that there is no meeting in December.

#### **Committee Report:**

Gail said that the Christmas in the City committee just had their first meeting. They got a lot of ideas thrown out and have started working on getting the ball rolling. If anyone would like to help with the committee, we can use the help and need a lot of volunteers the day of the event which is Saturday December 7<sup>th</sup>. The event starts at 2 pm and parade starts at 6 pm.

Zack mentioned possibly using an online survey after events are held by the BID in order to gauge the success. This could give businesses who don't attend meetings regularly an opportunity bring up suggestions and comments.

**Chamber Update:**

Katy was called out of the meeting so Erik stepped in for the Chamber. He said the next After Hours will be held 11/14 at DelPlato Casey Law Firm. The Annual Luncheon will be November 21<sup>st</sup> at Terry Hills Restaurant. They are still seeking nominations for annual awards.

**City Update:**

Rachel had to leave early so Erik reported on several things. The newly remodeled entrances to the mall are almost complete and look great. They should be open in time for Christmas in the City. The new Police Headquarters is going up quickly and making progress. Austin Park is getting a new playground so removal of the old equipment will take place in the coming weeks. The streets that were being repaved are complete and look great.

Zack said he had a car dealership ask if they could sponsor the Christmas in the City but asked if you could bring a car into the mall to advertise. There are many rules and regulations, especially when it comes to flammables. Tammy & Erik are asked to get those to Zack to review.

Shannon asked if the stage demolition in the center of the mall will be cleaned up for Christmas in the City. Tammy and Erik think not but will be leveled and possibly draped to look better.

**BDC Update:**

Tammy reported there is a lot of construction and progress going on in the BID district and beyond. The new Jackson Square banners were installed at the two entry points on Jackson Street and on Center Street. They are very cool! The Carr's building is getting new windows. The new Healthy Living Campus (YMCA) is slated to open at the end of November (woo hoo!) and it looks amazing. The old Y has to be severed/divorced from the Senior Center before it will be demolished. The Brisbane Mansion is being looked at for new projects. Shush Wine Bar on Jackson and EcoWaste Solutions on Cedar Street just received grants through the BDC for their businesses. There are a few new grants available for small businesses with under 5 employees. She's submitted a grant application for a Restore Grant to help with the demolition of part of the Harvester complex that has become deteriorated to the point where it's a safety concern. Zack asked if the BID ever provides Letters of Support for grant applications and if they help. The BID already does this and they do.

**Last Comments:**

A motion was made to adjourn the meeting by Carrie, seconded by Sara & Akari and approved by all. 9:24 AM

Thank you everyone for coming the meeting was adjourned.