

Approved 4-27-16

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## RECORD OF PROCEEDINGS

### MEETING OF THE BOARD OF DIRECTORS OF OLDE TOWN ARVADA BUSINESS IMPROVEMENT DISTRICT

**HELD:** January 27, 2016, HOTA Office, 2:00 pm

#### **ATTENDANCE:**

A meeting of the Board of Directors of Olde Town Arvada Business Improvement District, Jefferson County, Colorado, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Karen Miller, President  
Laura Tobey, Treasurer  
Lori Drienka, Secretary  
Scott Spears  
Angie Cook

Katherine Correll

Nancy Ford, Arvada City Council

Also present were  
Lorie Gillis, City of Arvada  
Jessica Prosser, City of Arvada  
Jane Schnabel, St. Anne's  
Steve Byers, Olde Town Parking

#### **CALL TO ORDER:**

Director Karen Miller called the meeting to order and noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors of Olde Town Arvada Business Improvement District.

#### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST:**

#### **APPROVAL OF THE AGENDA:**

Upon motion duly made, seconded and upon vote unanimously carried, the Board approved the Agenda for the meeting.

### **APPROVAL OF MINUTES:**

The Board reviewed the Minutes of the meeting held on November 18, 2015. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Board approved the Minutes as presented and authorized Director Drienka as Secretary of the Board to execute the Minutes as constituting a true and correct record of the proceedings of the meeting.

Minutes approved.

### **President's Report:**

Karen gave a brief report things going on in Olde Town and reported that the holiday season went along very well with many shoppers and visitors to Olde Town. Construction continues but is being managed quite well at this point in time.

Treasures Report: Laura gave a brief report on the amount of money in the bank account and will continue to keep us posted.

### **NEW BUSINESS:**

BID Board Process - Karen shared information about the manner in which nominees Board members would be determined including a job description and criteria for Board members. A notice was sent out to the public about the two positions open and asked for potential nominees to complete an application and return that by January 22. Three were received. Subsequently, the City recruited an additional candidate. The board discussed the four individuals who had been nominated and board members expressed their preference for recommendations to the City. Board members were unanimous on one candidate, Mary Fedje and after a lengthy discussion, voted 4-1 for Cindy Freeding to achieve better geographical diversification. These recommendations will be forwarded to the City for their meeting on February 1.

Karen called for officer elections for President. Laura Tobey was nominated and voted in unanimously. Karen was voted Immediate Past President unanimously.

It was determined that the board would meet on February 10th at 1 pm.

Steve Byers gave a brief update on parking and let us know that the committee continues to work to resolve issues with constructions workers, etc.

Record of Proceedings

January 27, 2016

Page 3 of 3

Marketing-questions for Prall consisted of the board wishing to know if Prall would be able to help with event planning or offer some suggestions for how we can get help with that. Sam will continue to work with events for the time being.

Snow Removal-we are in the process of getting estimates and should be making a decision soon.

Events-chocolate affair was discussed and will be held on Saturday, February 6th.

Many Olde Town merchants are participating in the treasure hunt.

St. Patrick's Day Street Fair will be held March 12th. Bands are lined up and booths are quickly filling up. Volunteers are needed and board members are encouraged to consider volunteering time or encouraging others to do so. It was briefly discussed that we may want to form an events committee.

Karen shared information about the 2016 Soccer Tournament that will be held at Stenger Field and how we might be able to market to the visitors that will be in area for this tournament in the future.

**ADJOURNMENT:**

There being no further business to come before the Board of Directors at this time, upon motion duly made, seconded and upon vote unanimously carried the meeting was adjourned.

The foregoing Minutes constitute a true and correct copy of the Minutes of the meeting held on January 27, 2016 and was approved by the Board of Directors of the Olde Town Arvada Business Improvement District.

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Lori Drienka, Secretary