

## Downtown Partners Sioux City Board of Directors Meeting Minutes



**DOWNTOWN PARTNERS SIOUX CITY**  
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Downtown Partners  
418 Pierce Street  
**7:30 a.m. December 1, 2016**

Present: Ryan Avery, Jennifer Rose Bass, Darin Daby, Chris Jackson, Dennis Johnson, Ben Knoepfler, Dan Moore, Ryan Ross, Sam Wagner, Anne Westra. Absent: Terry Glade, Mark Hinds, Todd Moyer, Keith Radig, Shannon Patton. Staff: Ragen Cote, Sarah Fish.

The meeting was called to order at 7:34 a.m.

The agenda for the meeting was reviewed. A motion was made to accept as written. Motion carried. The minutes from the October meeting were reviewed. A motion was made to accept as written. Motion carried.

The October 2016 financial reports were presented and reviewed. A motion was made to accept as written. Motion carried.

A request was received to support the speaker for the 2017 Innovation Market. The speaker will be John Meyer, entrepreneur, CEO and co-founder of Lemonly, a visual storytelling company. A motion was made to approve a \$500 sponsorship. Motion carried.

Bass gave an update on the Economy work group meeting held this month. This group has researched and interviewed several companies to provide content management software options. CRM (Customer Relationship Management) systems were reviewed as well. Market integration may be needed, however, at this point the firm selected was for data management. A request was made to purchase a management template through Downtown Diva and the support software, FileMaker Pro with a maximum budget of \$2,000. A motion was made to support the request and it carried. Wagner reported on the success of past events by the Start Up Sioux City community. A meeting to help mobilize this group has not been set. They meet at 11:00 a.m. on the third Monday of each month at the Siouxland Chamber of Commerce (101 Pierce St.).

Cote gave an update on the Environment work group meeting held this month and shared the Downtown Parking Assessment being worked on through SIMPCO. Data on revenues, Parkmobile information and private lots will be added to the report and once gathered, be completed sometime in February. The group is addressing three major areas in regards to the riverfront connections, green spaces and the bikeable/walkable transportation aspects of downtown. They meet at 12:00 p.m. at Cannon Moss Brygger Architects (302 Jones St. #200) on the third Tuesday of each month.



Knoepfler gave an update on the Community work group meeting held this month. The group was able to complete several changes/updates to the website and have added a form to submit events online for community calendars. They also discussed monthly coffees or gatherings at various downtown locations to help update the stakeholders and the community. This may saturate the "coffee" meetings held around town, so instead the board suggested looking at partnering with existing efforts like First Friday Coffees held through Springboard Coworking. Liaisons from the United Center and 4<sup>th</sup> & Jackson residential buildings continue to meet with Cote in the evenings on a monthly basis. A liaison from the Williges building was identified and will join the group in January. Once the Virginia Street properties are occupied they will be included as well to get updates on work group initiatives and provide feedback. The group meets at 10:00 a.m. at Downtown Partners (418 Pierce St.) on the third Thursday of each month.

All work groups will not have meeting in December and have decided to maintain their meeting days and times for the next calendar year. These calendar appointments have been sent out to the members for 2017.

The BESC update was distributed and Fish reviewed efforts and updates on the Downtown for the Holidays parade and lighting contest and winners, a marked increase in readership on the weekly event posts and Small Business Saturday successes.

A request was made by the Siouxland Street Project's newly formed finance group, for Downtown Partners assist by being the decision-making body for funds gathered through the project. The board discussed the bylaws and the inability to be responsible for the financial decisions of this group as a board. The charter of the Downtown Partners Board of Directors is for the specific benefit of downtown properties/businesses within a geographic boundary. A suggestion was made to have the project approach other organizations who do this on a regular basis, i.e. United Way. However, if there is a review board as they deal with funds, board members would be able to assist individually. At this time, there are no funds raised for the project, so there is time to work this out. The board's discussion will be shared with the Siouxland Street Project and SHIP to help find a solution.

The board adjourned the regular meeting at 8:23 and went into closed session until 8:37.

An update on the Siouxland Street Project was given. More information can be found at <http://siouxlandship.org/the-siouxland-street-project>

Agendas and notes from the work groups can be found on the website at [downtownsiouxcity.com/about-us/work-groups/](http://downtownsiouxcity.com/about-us/work-groups/)

The next board meeting will be held on January 26, 2017 at 7:30 a.m.