

BUCHANAN DEVELOPMENT ORGANIZATION
BOARD OF DIRECTORS MEETING AGENDA
Wednesday, April 16, 2024
101 Days Ave Buchanan, MI 49107 | 6:30 p.m.

1. Call to Order
Meeting called to order at 6:34pm.
Present: Capron, Denison, Dippo, Hendrixson, Garry, E. Lysy, P. Lysy, Virgil, Tuite, Regal

2. Approval of Agenda – April 16, 2024
Hendrixson moves, seconded by Denison, to approve agenda as presented. Roll call vote carries unanimously.

3. Public Comment - Agenda Items Only (3-Minute Limit)
None.

4. Approval of Minutes –
 - a. March 20, 2024P. Lysy moves, seconded by Dippo to approve minutes as presented. Roll call vote carries unanimously.

5. Review Financials
 - a. Incubator Profit-Loss
 - b. Year-to-Date

There was discussion of the monthly financials, income and expenses, rent, and grant funding. Dippo suggested a monthly report that shows the profits/liabilities better which will make it easier to forecast our position. Next month will see more expenses due to several projects taking place. We're looking at adding vendors and have upped the rent.

It was decided to table approving financials until there was a more detailed report.

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. MMS Application Update
 - b. Promotion
 - i. Summer Events

1. Shady Grove Fiddle Festival (Saturday, June 15)

Hendrixson reported that Michael is looking for volunteers for the Shady Grove Fiddle Fest. Tuite suggested having a table with branding and a brochure. Hendrixson suggested doing concessions, Denison suggested selling printed copies of the attractions map. Tuite emphasized just being visible.

- c. Design
 - i. Library Mural Project Update

Library event went very well. The turnout was very good. The artist will have drafts soon and is working on the project. Ralph is working on the frames.

- ii. US 12 Sign Update

They have our down payment, hopefully they'll break ground soon.

- d. Economic Vitality
 - i. Grants
 - 1. Backing Small Business (5 Buchanan Applicants)
 - 2. Corewell Health Community Wellness Endowment
 - 3. BCF Minor
 - 4. MACC Opens May 1, 2024

Regal has submitted To BCF for signs and is putting together a grant strategy. There was discussion on a grant strategy for the Common, which is a crowdfunded style that requires a match. Hendrixson will loop in Michael.

- ## 8. Director's Report
- a. Munchie Mondays
 - b. Incubator Update

The potential donut vendor seems to no longer be interested. Regal would like to move forward with signing up the Skateshop vendor. We would still have room for a food vendor.

Denison moves, supported by Virgil to approve Sunflower Skate Shop. Roll call vote carries unanimously.

There are multiple parties that would like open ice cream shops in Buchanan, one in the Incubator and would require additional hours, a permanent three stall sink, increased

electrical, and is a heavily seasonal business. The board would like to see an application and not decide before one is submitted. Hendrixson would like to see if they could install their own electrical or pay a \$500 minimum electrical stipend.

The Chamber and SCORE will provide classes. Each cohort member will get a free year membership to the Buchanan Area Chamber of Commerce.

For Munchie Mondays, many of the same vendors will return as well as some new ones. Providing electrical is looking positive. It's not metered at the Farmer's Market, but we'll require a small payment if necessary.

There was discussion on potential blade signs for the Incubator. Denison suggests a sign on the corner of the building. They discussed the brick wrap sign and potentially revisiting that idea with a different vendor.

P. Lysy moves, supported by Denison to approve a letter of support from LiveBuchanan. Roll call vote carries unanimously.

MEDC is coming to visit the City, LiveBuchanan, and downtown stakeholders. We will recruit downtown stakeholders to attend.

The group will rotate incubator visiting responsibilities.

9. Unfinished Business

a. None

10. New Business

a. None

11. Communications

a. None

12. Public Comment - Non-Agenda Items Only (3-Minute Limit)

13. Board Comments

Hendrixson would like the cohort to be invited to the meetings in the future and I Love My City day on 5/7.

Denison would like LiveBuchanan shirts for the group and mentioned the 4/27 earth day cleanup.

Garry spoke on the closing of the Chronicle after 72 issues.

14. Adjournment

Meeting adjourned at 8:15pm.

Next Board Meeting: May 15 at 6:30 pm 101 Days Ave