

Summit Downtown, Inc.
Board of Trustees Meeting
November 18, 2020 8:00AM
Virtual Meeting with Video and Audio

Members Present: Matthew Strauss, Bob Conway, Leslie Herman, Nora Radest, Karen Schneider, Lauren Decker, Joe Hamilton, David Naidu, Claire Toth, Ray Merritt, Allison Daubel, and Greg Vartan. Staff: Nancy Adams and Amanda Lynn

Members Absent: Joe Hamilton, Tony Melchionna.

Guests: Kathy Clayton, Auditor.

Bob Conway called the meeting to order at 8:05 am.

APPROVAL OF MINUTES – Bob Conway

Minutes were presented for approval. The October minutes were moved, seconded and unanimously approved.

COMMITTEE/PROJECT REPORTS

Audit – Kathy Clayton

Kathy presented the 2019 audit to the Board. She noted that SDI operates on a cash basis and has no debt, so the only thing reported on the financial statements are monies going into and out of the organization for the calendar year 2019. These statements fairly present the assets and financials of the organization. She noted that the auditor's unmodified opinion is a clean opinion for 2019. The bank accounts (3) combine to total \$224,000; 2018 amount was \$242,000, so not a huge difference. There are no liabilities. Claire Toth moved approval of the audit, Nora Radest seconded, motion carried unanimously.

Finance – Claire Toth

Claire presented the October financials, David Naidu moved, Greg Vartan seconded, unanimously approved. Claire explained the budget process for 2021 and how we're going about planning in a pandemic. Claire explained most expenses are events that are typically done in the second half of the year, so we're planning on having those events and will make pivots as needed depending on the pandemic, which hopefully moves toward ending. SDI usually increases the property owners' assessment by 1% and even though it's not much, we're proposing no increase this year; Nora agreed and said even if it's not much, it's a good symbolic move. Next Budget subcommittee hearing is December 3rd.

Bob mentioned we were approved for the MSNJ grant in the amount of \$120,000. Nancy explained that we can use the funds to give another \$1,000 to each business that applied for the Sustain Summit grants earlier this year and will use remaining funds on businesses outside the downtown; \$10,000 goes to SDI as reimbursement for market lights downtown. Nora agrees that the businesses should not have to apply for another grant and just get the money. Lauren asked about closed businesses noting Inspiration Roll and a nail salon on Summit Ave have closed; Nancy noted that Allison had mentioned that Bar Method will close to indoor classes and do only virtual classes.

Street Fair 2021: Bob said we were contacted by Darryl Walker about doing the Street Fair for next year. Claire moved not to have the street fair in 2021, Karen seconded, unanimously approved.

Board Elections: Bob explained the ballots will be going into the mail in a couple weeks, open retail seat, Antoinetta LaVecchia from the UPS Store is running. Lauren Decker will run again for her position. Tony Melchionna must step down for one year as he has served three consecutive terms.

Events: Amanda updated the Board on the plans on the holidays. We've booked musicians and performers, redone graphics. The Elf Scavenger Hunt will start on Small Business Saturday and over 80 businesses have signed up to participate and are really excited about it. Carriages & Carolers are happening every Saturday, we did get Sunrise Senior Living to sponsor them Dec 19th. The ice carver will be on the 19th carving reindeer, snowflakes, and a snowman.

DCS/SDI Updates: None.

Summit Public Arts: Leslie would like to take pictures of the ice sculptor on Dec 19th to share with SPA.

Common Council Updates: David Naidu reported that marijuana has been legalized by the state, but here in Summit they are considering permitting medical marijuana sales downtown, but they are considering prohibiting recreational sales; he wanted input from SDI. There was a long discussion about the issue, but ultimately there was no consensus by the board one way or another. Karen Schneider offered to survey her agents to see if she can get consensus. Ray asked about the Summit community wants; the voting showed about 70% in favor of legalization in the November 3rd election. Bob said he doesn't think that the legalization and the selling of it in town does not conflict with the reputation of Summit as a "family town". David also mentioned that Summit Public Art is looking for help from SDI in funding a new fountain next year; Claire said that SDI did talk about it last year and was supportive. Greg Vartan mentioned the need for the city to replace the gates on the DeForest lots; does SDI agree with removing the gates and replacing the kiosks with the same pay stations as are around town and cameras would help enforce the free first hour parking. Nora added that the city is still working on the redevelopment; hoping to go out to bid for the fire house in January and then get back into real negotiations on the redeveloper's agreement.

Public Input: None

Claire motioned to adjourn, Nora second. The meeting was adjourned at 9:15am.

The next Trustee meeting is December 23, 2020