

AGENDA
Downtown Milford, Inc.
Board of Directors Monthly Meeting & Annual Retreat

Thursday, April 4, 2019 6:00 pm City Council Chambers

MISSION STATEMENT: Partnering to build Milford's historic Downtown into a unique, vibrant, and livable place for all.

- Call to order: DMI Board President Sara Pletcher
- Minutes (Mar. 2019) approval
- President's Report: Sara Pletcher
- Executive Director's Report: Murrie Zlotziver
- Treasurer's Report: Bob Starkey
March. 2019
- Strategic Plan Progress
- Design Committee: Murrie Zlotziver
No meeting
- Economic Vitality Committee
Mar. 2019 activities
Vinyard Shipyard Update: Sher Valenzuela
Entrepreneur Network: Peggy Reilly
Farmers Market: Lang Redden
- Organization Committee: Pat Sparks
Mar. 2019 activities
- Promotion Committee: Nina Pletcher
Mar. 2019 activities
- Old Business
Community Clean-up
Board Nomination Committee
Code Enforcement Letter
- New Business
Executive Director Leave
- Adjournment

Next Board Meeting – Thursday, May 2, 2019, 6:00pm

Downtown Milford, Inc.
Board of Directors
Thursday March 7, 2019, 6:00 pm

Members Attending: Matt Babbitt, Denise Morris, Jason Peel, Cat Perfetti, Sher Valenzuela, Sara Pletcher, Lang Redden, Tod Van Eyken, Peg Reilly

Guests Attending: Nancy Forster, Don Vaughn, William, Jennipher Contrabo, Nina Pletcher, Carol Kiefer

Executive Director: Murrie Zlotziver

Excused: David Pickrell, Kelly Turner, Pat Sparks, Robert Starkey, Lang Redden

On February 14, the DMI Board voted electronically to approve \$1300 for new flooring inside the Santa House. The vote passed with 11 yays and no objections.

The meeting was called to order at 6:01 pm

The minutes of the February meeting were accepted after a motion was made by Tod Van Eyken, seconded by Denise Morris, and approved by all board members in attendance.

President's Report: Included in the packet that was emailed to all Board members.

- Correction - Planet Fitness, not DEMEC, turned down sponsorship of \$500. We are asking for water donation for Ladybug Festival
- DEMEC is donating \$500. Actively looking for sponsors for Ladybug Festival.
- AmeriCorps - Peg Reilly mentioned Economic Vitality group did not state if this topic will be brought up to the Committee at the next meeting.
- Letter to City of Milford. Would like to send to Rob Pierce first. It was suggested by Sher to sit with Rob and have letter as reference point.
- Yearly review with City of Milford was held on Tuesday 3/5/19 with Eric Norenberg

Executive Director's Report: Included in the packet that was emailed to all Board members.

- Murrie has been out in Community and spoke with Rotary who is interested in what we do. The Rotary has money that is donated annually.
- Delaware Division of the Art Grant submitted. Requested \$10,500 for Ladybug.
- Ladybug - Perdue gave \$500. Working on Kent County Arts Grant. Brewers Association Grant is new and will be asking for grant money.
- GROWMARK FS donated \$1,000 for the Farmers Market.
- Irish Rose sold 100 tickets to the Irish Concert. A big shout out to Eugenia Sparks for all her hard work.
- Received a thank you from Senator Carper for his visit to Milford and also a thank you from Bev French for flowers for her husband.
- Music for 3rd Thursday is being worked on and hope to put in Irish Rose or The Nook.

Treasurer's Report: The Treasurer's Report was emailed out before the meeting

- Petite Sweet question on nonpayment. Typically pay monthly but have agreed to two lump sum payments.
- The Report was accepted after a motion by Sher Valenzuela and seconded by Cat Perfetti.

Strategic Plan: No Update

Design Committee: Included in the packet emailed to all Board members.

- Murrie reported that a group from the committee are working on wayfinding. They have walked the community and will suggest a plan by mid-April. There are signs directed for parking but seem to be invisible.
- Letter to all business/property owners reminding of the sign grant, paint grant and small business loan.

Economic Vitality: The report was included in the packet emailed to all Board members.

- Shipyard Update: Continue to go after fund raising. Hope to have more information for the next meeting. A question was asked about the Poster to be used: Sher needs to follow up with Claudia.
- Sara Pletcher suggested to Sher to speak to Megan at Wilmington Waterfront regarding the Shipyard project.
- Entrepreneur Network: Quotes from business owners will be used as part of the strategy to bring new businesses to town. Rosemary Connelly came to the meeting and has asked if the Big Draw banners could be added to downtown during the month of October. The Board had no objections to this request
- Farmers Market: 12 vendors so far. Sara to speak to Lang Redden regarding using credit card with the vendors.

Organization Committee: This report was included in the packet emailed to all Board members.

- Fundraiser has been moved to Monday, April 1, 2019. Must have a minimum of 100 tickets sold. The question was asked if we should do this dinner going forward. Need to make this a success and the committee needs to follow up on the Big Ask.

Promotions: This report was included in the packet emailed to all Board members.

- Sara Pletcher and Peg Reilly will be on DelmarvaLife on Friday, March 8, 2019 and on WGMD on Wednesday, March 13, 2019 to promote the Pub Crawl and the Irish Concert.

New Business:

- Sara Pletcher brought up how a work plan is being used for the Pub Crawl and that everyone should use a work plan to make any project going forward easier. The Committee Chair needs to make sure work plans are done.
- Sara Pletcher reported that the Chamber of Commerce suggested DMI get involved in a Community Clean up. This idea came out of their last Board Meeting. There is a frustration that their Board says no to anything DMI suggests. DMI wants to collaborate

but having a difficult time. This clean-up could be part of Keep America Beautiful and would have a one-time certification fee of \$2000 and an annual fee of \$385.00.

- Peg Reilly stated that Gallery 37 has a group that cleans up Downtown each Friday morning at 9 am. Cat Perfetti stated Parks and Rec is doing a Community Clean Up day on April 6th. Sara will go back to the Chamber for more information.
- Don Vaughn volunteered to help with businesses if needed to talk with Chamber as well.
- Matt Babbitt suggested DMI/Chamber have a mixer for both Boards to meet.
- Board Nomination Committee: Need a slate by the May Meeting as the slate needs to be set. If interested in being on the Committee let Sara know.
- Matt Babbitt announced that Slaughter Beach is having a Cinco de Mayo 5K and would like to cross promote with DMI/Bug & Bud.

Meeting was adjourned at 7:04 pm.

Respectfully submitted,
Peg Reilly, Vice President

President's Report
March 2019

Ladybug Festival

- We had to postpone Gable's walk around town to look at new venues due to Murrie's hospital stay. I did jump on a conference call with Gable the following day and asked them to create the FB event and update the Milford website to help with sponsorship sales. Gable will be in town on April 17 to site new venues.
- Hebron Bank signed on at the \$2500 level
- 8 returning venues are confirmed

Code Enforcement Letter

- I sent the letter the Board reviewed last month to Rob Pierce on March 22. He responded with this: I have forwarded your letter to the Code Officials to investigate the photographs. Currently power washing your building and sidewalk is not a violation of a City ordinance. We hope to get the code officials out walking the downtown area now that the weather is starting to warm up.

Communication with the Chamber

- I sent the attached email to Jo and Darel on Monday, March 18 and have not yet received a response back.

DE Turf Tournaments gSheet

- I've asked Ashby to fill in a spreadsheet with the 2019 DE Turf Tournament websites, hashtags and social handles. This sheet will be shared with merchants so they can market to these tournaments through social media. This document, if used, will prove invaluable to the merchants.

Meetings/Events:

- 3/5: Murrie and I met with City Manager Eric Norenberg and City Fellow Evan Miller to review the DMI budget, discuss a possible Downtown BID, and prep to present to Council for our Annual Review
- 3/7: Murrie and I met with Conor Nally of the Mobious Group to share DMI's mission and discuss the future of their seven Downtown properties. Conor and I then, by chance, connected with the City and state officials at City Hall, where they discussed Opportunity Zones, DDD, etc.
- 3/8: Peggy and I appeared on Delmarva Life to promote Irish Weekend
- 3/8: 2nd Friday Program at the First Presbyterian Church – Dan Bond presented Downtown incentives to a room of 75+
- 3/11: Presented to Community & Economic Development Committee Meeting and City Council for Annual Budget Review
- 3/12: Met Jeremy Tucker, president of the CenDel Foundation, to see if partnership opportunities existed

- 3/13: Peggy and I appeared on WGMD Talk Radio to promote Irish Weekend
- 3/14: Met with Brett Stamp, 302 Brewing owner, about potential space Downtown
- 3/14: Organization Committee Meeting
- 3/15: Irish Music & Dance Concert
- 3/16: 9th Annual St. Patrick's Day Pub Crawl
- 3/18: Met Stephanie Adams, Nemours Southern DE Community Outreach Manager
- 3/19: Promotions Committee Meeting
- 3/22: Peggy and I met with Ramsey to debrief the Pub Crawl
- 3/22: Ladybug Planning Call
- 3/30: Jack Sheaffer, Bikes Etc., Retirement Celebration

March Hours: 87

Email to the Chamber:

Jo and Darel,

I presented the City Cleanup idea to the DMI Board last week. Here is a recap (from our meeting minutes) of the discussion we had:

- Peg Reilly stated that Gallery 37 has a group that cleans up Downtown each Friday morning at 9 am. Cat Perfetti stated Parks and Rec is doing a Community Clean Up day on April 6th.

As an aside, we also discussed the Keep America Beautiful campaign, which has been in the news lately as other local communities are investing in that designation. Again, from our minutes:

- This clean-up could be part of Keep America Beautiful and would have a one-time certification fee of \$2000 and an annual fee of \$385.00.

The DMI Board is not convinced the Keep America Beautiful program is worthwhile and since there are already clean up initiatives happening in Milford, we're not sure what a collaborative clean up effort between the City, DMI and the Chamber would look like. Could you share more specific ideas of what the Chamber Board is thinking? Would this be a DMI Board and Chamber Board project or all DMI/Chamber volunteers or you and Murrie? We just need more info to understand the scope.

You did mention beautification project in your email to Murrie and DMI does have a spring flower planting day (exact date TBD) and we're always in need of volunteers. Perhaps we could partner somehow through that?

I agree DMI and the Chamber need a solid project to partner on. We are, however, feeling as though the projects we've suggested to your Board that would move both organizations and the City forward (i.e. DE Turf buttons and your wonderful idea to combine Bug & Bud and Riverwalk sponsorships) are continually turned down. Matt Babbitt suggested at our Board meeting that the Chamber Board and DMI Board have a mixer to meet each other. The four of

us meeting quarterly connects us and I believe we're all on the same page; however, something is breaking down at the Board level on both sides. The goal of the mixer would be once our Boards meet, they'd be more willing to work together and collaborate on projects, rather than the four of us keep throwing out lost ideas. Let Murrie and I know what you think.

To sum up, we're not saying no to the cleanup, we just need more info and we'd like to work to connect our Boards better.

Thank you,
Sara

Executive Director's Report
March 2019

Attended the following Committee Meeting:

Economic Vitality (1)	Farmers Market (1)
Design	Bug & Bud (2)
Promotion (1)	Organization (1)
EV Business Recruitment	Vinyard Project (2)
Jazz & Film Noir (1)	

Additional Meetings:

- Human Relations
- Milford City Sign Code
- City of Milford Contract
- Mobius Group
- City Council & Community & Economic Dev Committee

Community Liaison

- Southern Delaware Tourism
- Kent County Tourism

Events

- Irish Music & Dance Concert
- Pub Crawl

Press/Media/Advertising

- ABC/47
- WBOC
- DELMARVA Broadcasting
- Interview Comcast

Grants/Sponsorships

- Kent County Foundation for the Arts \$2,500
- Bug & Bud sponsorships – WSFS, A&E Properties, Insurance Market, Shore United Bank, PNC Bank, Renewal by Anderson, DE Lottery

Ribbon Cuttings/Open Houses:

- Retirement party for Jack Sheaffer Bikes Etc

DMI/Vinyard Project –USDA Grant submitted by SaraKate Hammer

Sail Banner Project – Banners continue to be distributed to businesses and artists with the necessary art supplies.

Shop Early, Shop Late, Shop Local - Music March 3rd Thursday

Jazz & Film Noir: Still on track for August 2019. Reviewing films to be shown, rental costs, ticket prices, and potential sponsors

Economic Vitality Committee Report March 2019

Present: Walt Hepford, Peg Reilly, Bill Pfaffenhauser, Ed Simon, Eugene Helmick, David Root, and Murrie Zlotziver.

The monthly meeting took place on March 19th.

Local Coordination –

Plans have been completed for a job fair to be held from 1pm to 6pm April 8 at the Milford H.S. Gym. Ed noted that the Milford Chamber has been working with the Milford School District and Delaware Department of Labor to sponsor the event to plan a Job fair on April 8th. Students and members of the community will be invited. A large number of employers have agreed to participate in the job fair.

The March Conversation group meeting will feature Amy Reardon from Ride Share Delaware about their free programs. Also, Aimee String the TADA president will discuss TADA's expansion. Aimee was ill last month and was unable to attend.

Building Inventory- Eugene/Bill: Bill and Eugene discussed that work is ongoing on this project. They are up to date right now. Updates will be made as needed.

Literature Distribution – Bill/Eugene – We are considering doing quarterly updates to keep the brochure current. There was a discussion about updating the map.

Recruitment changes – Pat/Peg / Murrie– Last month Pat said he wanted to talk with potential businesses that would provide a “3rd Space” setting. There is a coffee shop in Denton MD that would like to open in Milford. Peg mentioned that work is being done on Nancy's café which is replacing Petite Sweets. There is a group considering using the closed Abbot's Grill and opening later this year. Work is being done on the old firehouse. Twice is Nice is closing. A Pierogi shop will be opening on Walnut Street. Lady Magee will be using the space of Red Bandanna which will be moving to Bikes Etc. David Root offered to assist our group, He is with the Delaware Small Business Development Center (SBDC) He is Center Director for Southern Delaware which includes Milford. The SBDC. Provides services for new and existing business.

Entrepreneur Network – Peg. Peg had asked her group to provide quotes on what living in Milford means to them. The comments were very positive.

Vinyard Shipyard. - Sher, Dan – Sher and Dan were not at the meeting. Murrie led a discussion on the project. DE Turf is very interested in the project. Numerous meetings have been held to discuss the project and what it could mean for Milford.

Pub Crawl – The 9th Annual St. Patrick's Day Pub Crawl was a success. The crowds were smaller than last year, but sales were excellent. The event was well organized and ran smoothly. For the most part, the merchants were pleased with the outcome.

Volunteer Hours: Dan 20, Peg est 25, Sher 20, Bill 17, Ed 4, Eugene 5, David 2, Walt 4, , Pat 2, Farmers 20, Total 119



MARCH 2019: 30 DAY UPDATE

- Met with Ben Muldrow, SaraKate Hammer to strategize and plan for USDA grant, due month end.
- Met with Chazz Salkin and Matt Bowers, Kent County Conservancy
- Met with Anne Harper, Delaware Nature Society
 - Amenable to becoming the non-profit that oversees the Shipyard
- Met with the Loflands to update on short term strategy and to update on DE Nature Society development.
- Conducted strategy session composed of Architectural Alliance, DE Turf, Task Force, and Joan and Sudler Lofland.
- Connected to Megan McGlinchey, executive director of the Riverfront Development Corporation of DE (recommended POC by Sen. Carper)
- Received funding update from Sussex County, to include Shipyard funding request in its upcoming June budget (their deadline is July 1).

SCHEDULED MEETINGS:

- Megan McGlinchey, April 10th, to tour the Shipyard and review the project. Anne Harper likely to attend.
- Dr. Bobbie Berends May 15th, (VP & Campus Director of DelTech Georgetown campus) Dr. Chris Moody (Workforce Development Director) and members of AA to tour shipyard and discuss Shipyard educational opportunities.



FARMERS MARKET COMMITTEE MEETING MINUTES

Date: 03/18/2019

Time: 4pm (DMI office)

Attendance: Dave V., Sharon, Colleen, Dan, Jody, Melissa, Lang, & Murrie

- **New applications**- So far we have 24 vendors signed up. Dave announced he had someone else who had applied and they are called Practical Magic Finds. They do signs and wreaths. We voted to accept them as a vendor. So that now makes 25 vendors. Sharon handed in the official application from the Mispillion Art League (they were already counted) Dave also announced that the Fudge guy is looking for a helper for the markets. He is paying \$15.00 an hour.
- **Growmark Donation**- Growmark made a donation to the farmers market of \$1000. For that donation they get added to the sponsor list on all advertisement's, space for a company tent if requested, their name on the kiosk poster, three press releases mentioning them, and social media posts mentioning them.
- **Tree planted in the park**- There is a tree planted in the area where Little Wagon sets up. We are worried that it will take away from their space for the market. Melissa reached out to Nina and basically the tree is not being moved. So, Melissa has asked that the DMI table be moved and give Little Wagon the space between the kiosk and around the existing tree into the DMI spot to have as a sales area. Dave thinks we have enough space to add a tent to the area from the new tree to the electric box for a vendor or DMI.
- **DDA Meeting** – Melissa and Lang attended the annual Farmers Market Managers meeting. 1) The manager of the Lewes market (Helene) would like to start a Delaware Farmers Market Association. If we could get all the markets involved then we can start sharing ideas, lobby for funds and apply for grants to support WIC, seniors and other programs that benefit the market customers and vendors. 2) The overall sales total for markets last year was \$2,883,702.00. IT was down about 300,000.00 from 2017. The WIC redeemed was \$63,970 and accounted for 26.93% of coupons distributed. Senior coupons redeemed was \$5,815 and accounted for 56.4% of those distributed. SNAP was at 10 markets and \$18,592 was redeemed at markets. WIC participants will still be given \$20 in coupons in \$5 increments and seniors will be given \$30 in coupons in \$5 increments. They want to come out to the market and sign up eligible seniors again this year. Coupons (Senior and WIC) can be redeemed between June 1st and October 31st. We will not be participating in SNAP this year but we can let any farmers know that if they take it at their home market they can bring their machines out and process their own EBT. Many markets are matching the programs with an extra \$1 to \$5 to the customer to spend at the market. 3) Rules and Regulations for products sold at Farmers' markets-(See attached). We have decided that sending this out to all vendors is a good idea so everyone is aware of State requirements. There is now a chance that we may get a seafood vendor who wants to sell shellfish. We have a guide on state requirements and safety practices when it comes to shellfish. 4) Farmers Market Week- August 4-10. Our market would fall on August 10. The DDA would like for us to do something to promote this and let them know what we decide to do so they can promote it on their site. Ideas- recipe or baking contest, photo contest, kid's activities, vendor recognition, vendor product raffle, press releases. 5) Delawaregrown.com- new DDA website focusing on the consumer and promoting the farmers. You can find farmers markets, on farm markets,

regulations and recipes on the site. Along with the recipes there are videos. The DDA has given each market a box of new recipes. This is box #2 of 3 that will be distributed.

- **Promotions**- Edible Delmarva magazine , Seasonal Tastings, Southern Delaware Tourism advertising, TV Commercials- DMI has five ad spots they can use and we are thinking of using one for the farmer market. Raffle donation from Bike Shop.
- **Events**- Strawberry Social will be 5/25 from 10-12 with prep being at Melissa's house on 5/23 at 4pm. Last Day of market customer appreciation day. We need to create other events to keep people coming out.
- **Other** -
- Third week of every month- Talk with King's Ice cream about adding fresh in season vendor fruits to vanilla ice cream. We would purchase the fruit from the vendor and get King's to clean prep the fruit for topping.
- Murrie talked about a community picnic in May which would be different from the volunteer picnic and would be the day they unveil the new sail flags. He was wondering if it should be done during market hours. The committee agreed that if it was between 11-1 it would draw people to the market during slower hours and anyone who doesn't bring their own food can purchase food from market vendors. We suggested having the picnic at the library amphitheater on the second or third week of the market so it doesn't interfere with other events. Murrie will take it to promotions for discussion.
- Lang wanted to have the committee make a decision on implementing a matching program for the WIC and Senior coupons. We would start off with a cap of \$300- \$500 of matching and use some of the funds from our donation. We voted and agreed that we wanted to create a program for this. Lang will put some details together for the next meeting.
- We can now take vendor payments online.
- **Market masters**- Sharon has been working with Marilyn Ambrose on compiling a list of volunteers from last year and getting them to commit for positions this year. They have volunteers for May and half of June. They are waiting to get people to commit until it gets closer so people know what their schedules and summer vacation times are. They are getting people that are committing for more than one Saturday. She will send Lang a list of people to put on the volunteer sign-up.

NEXT MEETING WILL BE APRIL 15, 2019 AT 4PM AT DMI. VOTE ON APPLICATIONS, REVIEW OF MATCHING PROGRAM, SCHEDULE EVENTS, PROMOTIONS, MARKET MASTERS, ETC.

**Organization Committee
March Report**

Attending: Nancy Benson, Jason Peel, Tod VanEyken, Pat Sparks, Murrie Zlotziver

- ❖ The committee members in attendance looked at the list of past Bug & Bud sponsors who have not responded to the Big Ask. Each person took names off the list to contact personally for follow-up. It is hoped that this method will bring in the additional \$5,000 budgeted as Sponsor Income for this event.
- ❖ We also looked over the list of businesses and individuals who received the Big Ask mailing. Again, members took names from the list and we will follow up personally with these folks to bring in more sponsor money so that we are more in line with the 2019 budget.
- ❖ Finally, after a brief discussion, it was decided to cancel the Georgia House Fundraiser due to poor ticket sales. While in theory this looked like an easy way to raise some funds, it did not work for DMI. Going forward, we will look at other local businesses who will set aside an evening and donate a percentage of all sales (usually sit-down only) and see if DMI can get on their schedule. These events generally require a flyer which is to be presented at the venue. A flyer of this type can easily be sent out through Mail Chimp and possibly through the Chamber of Commerce.

Respectfully submitted,

Pat Sparks
Chairperson

Promotions Committee Minutes – 03.19.19
6:00-7:00 p.m. @ DMI Office

Attendees: Nina Pletcher (Committee Chair), Sara Pletcher (DMI President), Peggy Reilly, Cheryl Clendaniel, Jennipher Contravo, Sonja Koeller, Joanne Clark, Cat Perfetti & Murrie Zlotziver (DMI Executive Director)

Called to Order: by Nina Pletcher at 6:01 p.m.

Introductions & Welcome

1) Old Business

- a) Holiday Stroll – Rachel (presented by Nina)
 - i) Paid for 2 horse/carriages however only had 1 due to a situation.
 - ii) Contract does not specify how many.
 - iii) Nina will talk to Rachel and ask her to contact vendor to see if refund can be provided.
 - iv) Need to find a carriage that holds more individuals for next year.

- b) Santa House – Nina
 - i) New floor going in on 3/24/19.
 - ii) Porta potty will be available for ice cream staff use and location was discussed.
 - iii) Discussed the use of it during Farmer’s Market~especially for the vendors. Could one of the vendors sponsor it?
 - iv) If so, two keys – one for vendors (at DMI booth) and 1 for Santa House workers was recommended.
 - v) Need a price for the season and for servicing it every Monday and then go to TS Smith and present it. Nina will explore.

- c) Irish Weekend – Murrie
 - i) A success
 - ii) Income - \$6054.00 (301 tickets sold)
 - iii) Expenses - \$3,583.22
 - iv) Profit - \$2,470.78
 - v) In-kind contributed greatly to the profit margin. An ad will be placed in The Chronicle and will do a press release to recognize contributors and volunteers~will be combined w/Pub Crawl.
 - vi) Discussed options for next year and the facility. Murrie will follow up per discussion.
 - vii) Need to remove \$250 from expenses due to shared advertising.

- d) Pub Crawl – Peggy
 - i) Did well. Businesses were pleased.
 - ii) Bib income was around \$9300.00.
 - iii) Expenses a little over \$5,000.
 - iv) Final summary will be available next month.
 - v) Need to discuss DD wrist bands vs. bibs.
 - vi) Discussed those coming to vendors w/out bibs and not being checked by other vendors.
 - vii) Peggy and Sara will discuss how to handle this and the DD issue and get back w/committee.
 - viii) Volunteer shortage was an issue.
 - ix) A Halloween Pub Crawl was presented as an option for an event.

- e) Bug & Bud – Jennipher & Murrie
 - i) Work plan is in motion.
 - ii) Need volunteer list so it can be on Sign-Up Genius.

- f) Ice Cream House
 - i) Open May 4th
 - ii) Contract to be negotiated~have verbal agreement.

g) Farmer's Market

- i) Exploring collaborative effort between King's Ice Cream and a farmer's market – ex. strawberry ice cream
- ii) Date for May picnic when Farmer's Market is in session (later in afternoon) has not yet been chosen.
- iii) Growmark needs to be offered opportunity to have booth or a banner as they are a sponsor.

h) Jazz & Film Noir Festival – Murrie

- i) August 2 & 3
- ii) Creating a budget at this point.

i) Tracking Volunteer Hours – Nina

- i) Submit each month to Nina by last day of the month.

2) New Business

- a) Ladybug Festival Updates-Sara
 - i) 8 confirmed venues
 - ii) Hebron Bank - \$2500 sponsor
- b) New Events-will discuss later
 - i) Halloween Pub Crawl
 - ii) Black History Month
 - iii) Mother's Day Tea
- c) Third Thursday
 - i) This Thursday
 - ii) Music at The Nook

3) Meeting Time

- a) Will begin at 5:30 p.m. starting next month.

Next Meeting: April 16th @ 5:30 pm DMI office

Adjourned: by Nina Pletcher at 7:09 p.m.

Submitted by: C. Clendaniel