



Town of Clayton
Downtown Development Association Advisory Board
Monday, July 26, 2021 @ 6:00 PM
Rotary Room – Town Hall

1. CALL TO ORDER

- a. Roll Call

Chairwoman Laura Johnson called the meeting to order at 6:03 p.m. All members were present except for Ms. Thompson and Ms. Austin.

The committee went around the room and introduced themselves and gave a brief overview of their background, including their job, interest in Clayton and favorite ice cream flavor.

2. PUBLIC COMMENT

There were no public comments.

3. ADJUSTMENT OF THE AGENDA

There were no adjustments to the agenda

4. APPROVAL OF MINUTES

- a. Review and approve June 14, 2021 meeting minutes

POTENTIAL ACTION: Motion to Approve

Moved to approve by Erin Belcher; second by Heidi Peach. Motion passed unanimously.

5. OLD BUSINESS

6. STAFF REPORTS

- a. 2021-22 Events Update
Presenters: Patrick Pierce

Patrick Pierce, Economic Development Director, shared with the group some additional dates for concerts, movies and events for the coming fiscal year including:

Sept 17 – Shrek (movie)
Oct 15 – Nightmare Before Christmas (movie)
Dec 2 – Christmas Tree Lighting (event)
April 7 – Cascada de Flores (concert)
May 12 – The Breakfast Club (concert)
June 9 – The British Invaders (concert)

Pierce agreed to send a digital copy of the current concert flyer to all members to assist

with marketing.

Pierce also shared with the group that Economic Development Specialist, Jenn Gallimore, had resigned from her position effective July 23 and that department would be soliciting applications to fill the position in the coming weeks.

- b. Town Council Downtown Parking Special Meeting
Presenters: Patrick Pierce

Pierce briefly reviewed the slides presented at the July 14 Special Town Council meeting with the Advisory Board members to assure they were up to speed with the current data and conversation around downtown parking.

7. NEW BUSINESS

- a. Façade Grant Review – 111 W Main St – Paper Company Building
POTENTIAL ACTION: **Motion to Approve**

The Advisory Board reviewed the application and materials and did not have any questions. Moved to approve by Erin Belcher; second by Paul Auclair. Motion passed unanimously.

- b. Nominate and approve 2021-22 Downtown Development Advisory Board Chair and Vice Chair.
POTENTIAL ACTION: **Motion to Approve**

Chairwoman Laura Johnson indicated that she would not be able to chair the Advisory Board again in FY21-22 and nominated Judy Ryan for the seat. The Vice Chair position has been vacant since Ms. Lopes resigned from the board earlier this year. After some brief discussion, Judy Ryan accepted the nomination and asked Erin Belcher to be her Vice Chair.

Moved to approve by David Millican; second by Heidi Peach. Motion passed unanimously.

- c. Nominate and approve 2021-22 Committee Chairs
POTENTIAL ACTION **Motion to Approve**

Organization Chair Judy Ryan nominated the following Advisory Board members to chair and vice chair committees. Nominees has agreed prior to the meeting to hold these positions if approved by the Advisory Board.

Organization – Judy Ryan (chair), Laura Johnson (vice chair)
Economic Vitality – Christi Thompson (chair), Shannon Austin (vice chair)
Promotions – Erin Belcher (chair), Jasmeen Calhoun (vice chair)
Design – David Millican (chair), Heidi Lee Peach (vice chair)

Moved to approve by Judy Ryan; second by Laura Johnson. Motion passed unanimously.

- d. Recommendations for the 2021-22 DDA Board of Directors
POTENTIAL ACTION: **Motion to Approve**

Organization Chair Judy Ryan nominated the following people to be recommended by the Advisory Board to sit on the CDDA Board. Nominees has agreed prior to the meeting to hold these positions if recommended by the Advisory Board and approved by the CDDA Board.

President – Christi Thompson
Vice President – Erin Belcher
Secretary – Heidi Lee Peach
Treasurer – Judy Ryan
Past President – Laura Johnson

Moved to approve by Judy Ryan; second by Laura Johnson. Motion passed unanimously.

- e. Review and approve 2021-22 Meeting Schedule
POTENTIAL ACTION: Motion to Approve

The Advisory Board agreed to the meeting schedule as written with the following amendments to the committee meeting schedules:

Organization and Promotions Committees would continue to meet virtually. Design Committee will meet in person at Heart 2 Hand Art Gallery and Studio. Economic Vitality will meet on the Third Tuesday at 6pm at Corked & Untapped, unless specified otherwise.

Moved to approve by Judy Ryan; second by Laura Johnson. Motion passed unanimously.

8. COMMITTEE REPORTS

- a. Design Committee Report
Presenters: David Millican

There was no report as the committee only met to discuss the façade grant approved earlier in the meeting.

- b. Economic Vitality Committee Report
Presenter: Laura Johnson

There was no report because Christi Thompson was unable to attend the meeting and Laura Johnson was unable to make the last committee meeting.

- c. Promotions Committee Report
Presenter: Erin Belcher

Erin briefly reviewed progress on preparation for the upcoming concerts. She also solicited help for the Last Friday Night market later in the week.

- d. Organization Committee Report
Presenter: Judy Ryan

Judy gave a brief summary of the Organization Committees work, including the need for volunteers to pour beer at the upcoming Aug 19 concert.

9. ADJOURN

- a. Adjourn the Meeting
POTENTIAL ACTION:

Motion to Adjourn

Moved to adjourn by David Millican at 7:07pm; second by Heidi Peach. Motion passed unanimously.