



**Town of Clayton
Downtown Development Association Advisory
Board Minutes
Monday, November 14, 2022 at 6:00 PM
Wooten - Town Hall**

Board Members Present:

Christi Thompson, Chair
Lila Reiber
Jasmeen Calhoun
Matt Kagel
Katie Spalding
Paul Auclair
Dan Barbour
Erin Belcher
David Millican

Board Members Absent:

Stephanie Matos
Greg Adamson

Staff Present:

Lydia Davis, Economic Development Specialist
Patrick Pierce, Economic Development Director

Guest:

Kellianne Davis, Electricities

1 CALL TO ORDER

- a) Call to Order
Presenter: Christi Thompson, Board Chair

Meeting was called to order at 6:06pm

2 ADJUSTMENT OF THE AGENDA

- a) Removal of 7e due to absence of Board Member Adamson
Presenter: Christi Thompson, Chair

3 APPROVAL OF MINUTES

- a) October 10, 2022 Draft Minutes
Presenter: Christi Thompson, Board Chair

Minutes from October 10, 2022 were approved.
Motion made by Board Member Lila Reiber.
Seconded by Board Member Dan Barbour.

4 OLD BUSINESS

5 STAFF REPORTS

6 NEW BUSINESS

- a) Feedback Needed: [Downtown Strategic Plan Draft Deliverable](#)
Presenter: Christi Thompson, Board Chair

Majority of this meeting was dedicated to reviewing the Downtown Strategic Plan linked above, divided recommendations into each committee and prioritizing from there. Lydia will be adding total points, organizing and sending out to the group to review. Final recommendations are due back to the consultant before the end of the year.

- b) Initial Culling of Downtown Award Nominations
Presenter: Lydia Davis, Economic Development Specialist

Link to vote sent via email.

7 COMMITTEE REPORTS

- a) Economic Vitality
• Small Business Saturday Mimosa Walk - Nov 26
Presenter: Christi Thompson, Committee Chair

Quick overview was given of DDA's plans to host a free mimosa walk on Small Business Saturday. DDA will be providing free mimosa supplies to 10 participating retail locations - retailers will be providing to 21+ customers for free to encourage them to shop in store on Small Business Saturday.

- b) Design
Presenter: David Millican, Committee Chair

No update.

- c) Promotions
Presenter: Erin Belcher, Committee Chair

- Quick run down was provided on the Small Business Saturday Sidewalk Sale for Vendors - This will be Nov 26th from 11am-3pm along the Sidewalk on Main Street. Vendors must be local makers/crafters/artisans and can sign up [here](#).
- Update was also provided for Christmas Village on Dec. 1. Not much has changed since last meeting, but there are currently 3 sponsorships still available.
- Volunteers needed for the DDA booth on Both Nov 26 and Dec 1 for merch sales.

- d) Organization
Presenter: Matthew Kagel, Committee Chair

No major update outside of continued focus on keeping the 501c3 organized. Other initiatives include volunteer recruitment through the end of the year, developing a financial process/committee budgets, and an easy location for uploading and accessing files, photos, etc. (like a Google Drive) for all board members.

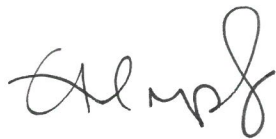
- e) ~~501c3 Financial Update~~
Presenter: Greg Adamson, 501c3 Treasurer

8 PUBLIC COMMENTS

9 ADJOURN

- a) Motion to adjourn made by Board Member Paul Auclair
Seconded by Board Member David Millican.
Presenter: Meeting adjourned by Chair, Christi Thompson at 7:23pm.

Adopted by:



Christi Thompson, Chair
January 9, 2023

Clerk to the Board:



Lydia Davis, Economic Development specialist
January 9, 2023

