

Attending- Erin Heins, Jon Biederman, Robin Bostrom, Nancy Dunt, Derek Heins, Greg Ptacek, Amie Johansen, Tyler Hemry, Gail Hackman, Patti Heuton, Karla Organist, Dick Woodard, Carolyn Havenstrite

Absent – John Pleggenkuhle

Approval of Agenda – Dunt motioned, Woodard seconded to approve agenda. Motion carried.

Approval of Minutes – Ptacek motioned, Biederman seconded to approve the February 2013 minutes. Motion carried.

Treasurer’s Report –

- A. February report –Erin Heins motioned, Ptacek seconded to approve the February 2013 report as presented. Motion carried.
- B. Promotions Committee Umbrellas – Would like to purchase some big umbrellas to use on the Court House Square for Playin’ on the Plaza. They will also be used for other events. They would like to purchase 2 of them ranging from 7 – 9 ft tall. Ptacek motioned spending up to \$600.00 on umbrellas. Havenstrite seconded. Motion carried.
- C. Façade Master Plan Payments – The following invoices from Martin Gardner were presented for payment:
  - Invoice # 2 - \$3,525.38 – 30% of design services complete
  - Invoice #3 - \$11,865.96 – 35% of design service complete
  - Invoice #4 - \$5,248.52 (includes interest of \$501.02) – 40% of design services completeGreg Ptacek approved to pay withholding the interest. Biederman seconded. Motion carried. Invoice #5 was presented from Upper Explorerland Regional Planning Commission for project administration for CDBG Downtown Revitalization #12-DTR-012 for \$921.71. Motion by Ptacek, second by Biederman to approve payment. Motion carried. Karla Organist abstained from the vote on the Upper Explorerland invoice.
- D. Multi-Family housing Payments – The following invoices were presented for payment:
  - Upper Explorerland Regional Planning Commission – Request FY1346 - \$700 for grant administration for project #08-DRH-201.
  - AHTS Architects – Invoice 2012-0157 - \$33,611.49 for design services.Ptacek made a motion to cover our percentage of the bills (57.90%), Hackman seconded and motion carried. Karla Organist abstained from the vote on the Upper Explorerland invoice.
- E. Historic District Payments – This was tabled due to additional information being needed on how the bill is being divided among the participating building owners.
- F. Loan Closing Costs – We are looking at a total of \$1470.00. We will pay this from the Multi-Family Housing LLC. Erin Heins motioned, Hackman seconded. Motion carried. Derek Heins abstained from this vote.

Presidents Report -

- A. Bus barn update- Liability Insurance and Builders Risk insurance. We need to increase the amount we have on the building. With the loan out against the building our banker suggested that we need more. Organist motioned to take the \$5000.00 deductible. Dunt seconded and motion carried. Dick Woodard abstained. Derek Heins made a motion to pay this amount from the Multi-Family Housing line of credit, Carolyn Havenstrite seconded and the motion carried. This will be effective immediately.
- B. Façade Master Plan Update – Meetings scheduled for Thursday, March 7 and 14, 2013. Project participants will need to sign a Participation Agreement with MSWU and put a 5% project deposit down by April 1. Drawings for the planned improvements have been sent to SHPO for historic review.
- C. Grant payment review Committee – In an effort to approve bills in a more timely manner for the Multi-Family housing and Façade projects, Bostrom suggests we have a separate committee to review and approve bills. Derek Heins, Greg Ptacek, Tyler Henry, Jon Biederman and Dick Woodard will be on the committee. Derek Heins motioned, Karla Organist seconded and the motion carried.
- D. TIF Application – Any application for TIF funding for the Williamson building would need to be made from the new owner as they would be receiving the benefit. Main Street West Union will not make an application at this time.

Committee Reports –

- A. Design Committee – Working on the Time Capsule. They have found a fabricator and have funding lined up to cover the cost of the container. They are looking at completing this in April.
- B. Organization – Please sign up to help work at the St Patrick's Day brunch on Sunday, March 17<sup>th</sup>.
- C. Promotions – Divas n Dining will be April 11, 2013 at the West Union Country Club. Working on final musical entertainment for this summer's "Playin' on the Plaza" concert series.
- D. Business Improvement – Need a new name for the welcome wagon by May 1<sup>st</sup>. Please help brainstorm some ideas!

Directors Report -

- A. MSWU shirts for events – We will look at getting matching shirts for all of our events so that we can be easily identified.
- B. Film Documentary update – Full Spectrum Productions will be conducting interviews and b-footage for the film documentary project on March 12 & 13. Kent Newman and his assistant Tim were introduced to the board. Local community leaders and businesses will be interviewed.

Carolyn Havenstrite motioned Amie Johansen seconded and everyone approved to adjourn.

Meeting adjourned at 7:30 p.m.  
15 volunteer hours were logged.

Next meeting will be Tuesday April 9<sup>th</sup>. 6:00 p.m.