



## BOARD MEETING MINUTES

February 11, 2014– 6:00 p.m.

Bank 1<sup>st</sup> Board Room

Members present: Derek Heins, Tyler Hemry, Dick Woodard, Erin Tieskoetter, Karla Organist, Greg Ptacek, Deb Thies, Jane Blumhagen, Jon Biederman, and Robin Bostrom (Director).

Members Absent: Nancy Dunt, John Pleggenkuhle, Patti Heuton, and Amie Johansen.

- I. Approval of Agenda: Motion by Greg Ptacek, second by Dick Woodard. Approved.
- II. Approval of Minutes: Motion by Jon Biederman, second by Dick Woodard. Approved.
- III. Treasurer's Report
  - A. January 2014 Report
    1. Financial report: no line item for electric and gas. Reimburse general account for the electric and gas out of Upper Story Housing: Motion by Greg Ptacek, second by Karla Organist. Approved. These expenses will be paid through the Upper Story Housing account moving forward.
    2. Grand fund and Loan Account Reports: Motion by Greg Ptacek, second by Erin Tieskoetter. Approved.
  - B. Façade Master Plan Payments
    1. Renaissance Restoration: Pay estimate #4 in the amount of \$26,695.00 (Fuller Block/Wedemeier Building-\$4,275, Garvin/Rovang Building-\$18,620.00, and Bank Block Building-\$3,800): Motion by Karla Organist, second by Greg Ptacek. Approved.
    2. UERPC-Invoice #16-\$508.04: Motion by Jon Biederman, second by Dick Woodard. Approved. \*Karla Organist abstained.\*
    3. Martin Gardener Architecture-Invoice #17 (\$2,677.98) and #18 (\$385.84): Motion by Jon Biederman, second by Tyler Hemry. Approved.
  - C. Multi-Family Housing Payments
    1. Pay estimate to Matt Construction. Main Street portion of \$32,693.30 and advance \$32,693.30 on the line of credit: Motion by Greg Ptacek, second by Erin Tieskoetter. Approved.
    2. AHTS Architects-Invoice #2013-0298-\$9,116.60 (MSWU-\$4,216.77, Bank Block-\$4,396.31, Dick-\$503.52): Motion by Dick Woodard, second by Karla Organist. Approved.
- IV. President's Report
  - A. Multi-Family Housing Update
    1. The state has helped to allocate funds for the Bank Block overruns.
    2. MSWU adjusted the percentage for the grant funding from 57.91% down to 54.243%: Motion by Karla Organist, second by Greg Ptacek. Approved. \*Dick Woodard abstained.\*
  - B. Façade Master Plan Update
    1. Structural repairs on Pam's building will take about 1 month. All business owners have been notified due to reduced parking on Vine Street.
    2. Electrical being installed and walls are up in the Williamson building. Bid for new window in the front due to cracking from the weather conditions.

3. Once windows are in they will start sheet rocking.

\*\*Any tax credit needs to be put back in the downtown for future development. Need clarification from Chelsea to see what we need to do to proceed\*\*

C. Board Member Replacement

1. New board members Deb Thies and Jane Blumhagen welcomed.

D. Business Innovation Challenge Grant Application

1. \$20,000 for marketing campaign for building lots (16 lots)

A. Print and Digital Materials/Format

B. Kent Newman to do 3-minute trailer/commercial

\*Application due Friday February 14<sup>th</sup> at 4:30pm.

V. Committee Reports

A. Design

1. Discussed ideas for Welcome Sign

B. Organization/Promotion

1. Divas and Dining preparation coming along, will need volunteer servers

2. Golf Tournament is June 28<sup>th</sup>

3. WU Stock is August 23<sup>rd</sup>

A. Possibility of creating a committee just for WU Stock planning

C. Business Improvement

1. Business Innovation Challenge Grant

2. Marketing campaign for the apartments

A. Creating tri-fold brochure for each building.

VI. Program Directors Report

A. Energy Efficiency Grant update

1. \$38,000 of funds available. At the close date of application, the funds will be split evenly among the applicants not to exceed match requirements: Motion by Karla Organist, second by Greg Ptacek. Approved.

B. State Workshop Recap

1. Great review overall

C. Calendar Updates

1. Went over new calendar dates/events

D. Update Board Member Forms

1. All that attended signed the conflict of interest forms and whistle blower forms

Meeting Adjourned – 7:15 pm – motion by Greg Ptacek, second by Erin Tieskoetter. Approved

Respectfully submitted – Tyler Hemry

The mission of Main Street West Union is to preserve and enhance the vitality of our downtown through the education and encouragement of all citizens to work together to promote our community as a vibrant place to shop, work, and live.