

Bristol Core Board Meeting

April 18, 2024

9am via zoom

Agenda

<https://us02web.zoom.us/j/81601626632?pwd=S3JJaGxrZ3lCU2VET1BObS8wbXRJQT09>

In attendance: Taylor Welch-Plante, Ian Albinson, Maura Donnelly, Sarah Stillman, Courtney Radford, Meridith McFarland, Doug DeWitt, Jenna McMaster, Valerie Capels

1. Approve Minutes from 4/4/24 Meeting
 1. Ian made motion, Taylor Seconded, all approved.
2. New Board Member Welcome
 1. Courtney Radford, the new ED, Sarah Stillman, Farmers Market Manager, Doug DeWitt (was a member, got dropped from invites), Jenna McMaster – Lived in town for two years!
3. ED Report
 1.
 1. Courtney sent email with report
 2. Courtney and Ian set up cell phone number (802-922-0357) also textable.
 3. Upgraded to enhanced FPF post
 1. Use to potentially post all dates of farmers market at the beginning of each summer month
 2. Pocock
 1. August 17th soft date, has to talk to SB to lock in
 2. Courtney started talking to vendors
 3. Sarah offered help with Pocock as she has a lot of experience in music and lots of connections
 4. Doug suggested the ideas of buskers on the sides in between stages
 3. Coffee and conversation
 1. Courtney has been talking to businesses downtown and seeking feedback about C&C
 2. People want it to be on days their respective shops are open and in the morning so they would just have to come in early.
 3. Working on getting the started again, currently gathering contact info then will send doodle poll
 4. Downtown Renewal
 1. Every 8 years we need to resubmit the renewal.
 2. Original date the draft was due was April 1st, Courtney started on the 3rd. She talked to Gary Holloway about extending the timeline by 3 months. Gary is enthusiastic about giving us space to really be thoughtful.

3. Brought up the idea of a board retreat to work together on and really dig into the 5-year plan.
4. Proposed new dates: July 1 draft date, September 1 final date.
 1. It would be VERY unlikely that we would lose benefits as a downtown group.
 2. Board agrees on extension.
5. one day retreat in May to focus on strategic plan.
 1. Valerie suggested a moderator
 2. Doug said they Chamber used Hedgehog + Fox Collaborative - Sarah Audet who used to do our marketing
 3. Jenna will ask the Humane Society Board who they have used
 4. Sarah said she may know a moderator
 5. Jenna recommended the week before the retreat people work on ideas and do some homework to make the day the most productive
 6. Courtney will send the previous 5-year plan and current working draft
 7. Courtney will share the 5-year plan Google Drive folder to everyone
 8. Things the board needs to think about: 5-year strategic plan and success stories.
6. Upcoming
 1. Meeting with all the members of the board individually for coffee or breakfast
 2. Meet with Taylor to talk about Pocock
 3. Reporting for downtown vibrancy funds
 4. Courtney will talk to Gary Holloway about extension
4. Farmers Market Manager Report
 1. Sarah has emailed to interested vendors
 2. 18 applicants, at least 6 farmers
 3. Working with health department for food and farmers docs
 4. Sarah is working on setting up food stamps for market
 1. Taylor makes motion, Ian seconds, all in favor
 2. Shelburne uses ipad and is interested in pursuing that
 5. Talking about advertisements, Addie indie, social media, board will discuss
 6. Courtney requested to add social info to the master login doc once sarah has it
 7. Sarah is getting organized with folders and binders
 1. Legacy binder – what are the tasks, volunteers, insurance info, agreements
 8. Meredith wants to meet with Sarah about park and walk through.
 - 9.
5. Treasurer Report
 1. Getting money from memberships and fundraising

2. Income \$5,100
 3. Expenses: 1006.36
 4. Questions about a March \$225 charge from a company called "Wave" in CT
6. Roundtable
1. Taylor brought up the NEA grant
 1. Sarah offered her expertise in the music scene to help with events and the arts.
 2. Ian talked to someone from Pomerleau about the Prince Lane renovation in 2011 which is why CORE started
 1. Ian brought up the continued renovation to increase safety, add more sidewalks, make it better
 2. Discussion about putting it in the strategic plan
 3. Selectboard received presentation from Dubois and King for Basin Street project. Potentially moving the intersection West for a landing.

Next board meeting May 2, 2024