



TOWN OF ELIZABETH

MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS MARCH 11, 2024

CALL TO ORDER

The Regular Meeting of the Main Street Board of Directors was called to order on Monday, March 11, 2024, at 8:30 AM by President Linda Bulmer.

ROLL CALL

Present were President Linda Bulmer, Vice President Brandon Jeffress, and Board Members Tedd Lipka, Jeff Struthers, Michael Hussey, and Carrie Wedel. Member Kurt Prinslow was not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Deputy Town Clerk Harmony Malakowski, and Community Development Administrative Assistant Dianna Hiatt.

AGENDA CHANGES

No changes from Staff.

No changes from the Board.

Agenda set.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled public comment.

CONSENT AGENDA

1. Minutes of the Regular Meeting of February 12, 2024

Motion by Mr. Hussey, seconded by Mr. Lipka, to approve the Consent Agenda.

The vote of those Board Members present was unanimously in favor. Motion carried.

NEW BUSINESS

2. Discussion regarding Coreflection Draft 2024 Work Plan

Director Higgins led the discussion regarding the 2024 Work Plan. The Board provided direction to



TOWN OF ELIZABETH

the Staff.

Member Kurt Prinslow joined the meeting at 9:45 a.m.

3. Discussion and possible action regarding 2024 Budget reallocation (Locable)

Motion by Mr. Lipka, seconded by Mr. Hussey, to reallocate \$2,000 from training, \$1750 from swag, \$750 from the networking event, and \$400 from the Friday Night Market scholarship fund to be used for the start-up costs and fees for Locable.

The vote of those Board Members present was unanimously in favor. Motion carried.

4. Discussion regarding 2024 Main Street Intern Draft Job Description

Director Higgins provided a report and requested feedback regarding the new Main Street Intern job description. The Board provided direction to Staff.

5. Discussion regarding Main Street Streetscape Design

Director Higgins provided an update to the Board regarding the Main Street Streetscape Design. Discussion followed.

STAFF REPORTS

- Director Higgins provided updates regarding:
 - Grant application update.
 - Monument gateway sign on Main Street.
 - Training updates and reminders.
 - Maverix Wi-Fi updates.
 - The 2024 Main Street ornament design.
 - Joint Workshop with the Board of Trustees reminders.
 - Main Street Now Conference and other training updates.
 - Coreflection should have strategic planning documents available at the next meeting.

BOARD REPORTS

- President Bulmer provided an update regarding the street striping on Main Street.
- Member Prinslow let everyone know about the Elizabeth Park and Recreation's groundbreaking ceremony for their new pickleball courts.



TOWN OF ELIZABETH

- President Bulmer reminded everyone about the new BBQ place in town.

ADJOURNMENT

Motion by Mr. Hussey, seconded by Vice President Jeffress, to adjourn the meeting at 10:45 AM.
The vote of those Board Members present was unanimously in favor. Motion carried.

President Linda Bulmer

Deputy Town Clerk Harmony Malakowski