

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

November 19, 2024



I. NEWS AND UPDATES

Tracking Prior Work in Progress:

- a. Assisted with the re-design approvals for the Irish Tavern concept put in by Fork and Pint.
- b. The watering and management of flowers and décor was cancelled after an incident with the contractor and the DPW director who elected to take back the four-wheeler and tank system.
- c. All fall decor was removed or consolidated.
- d. Effort was made, again, to obtain final signatures on the PUD and Addendum for the West Village project at the Ehman Center, the Village is presently questioning the approval of the PUD from last year, and the language agreements reached in that process, and are withholding signed documents.
- e. Continuing the process of cleaning up the website. Building the section out on reporting so its easier to navigate and we can comply with our statutory requirements.
- f. Hired Emily for the Administrative Coordinator position.
- g. Handled all Halloween décor and electrical issues.
- h. Accounting problems for multiple programs are resolved.

Several items of ongoing work from the Executive Director are included in agenda items, substantially Lumber Yard and Budget.

II. TO DO'S AND MORE

1. Leadership Development – this can be a town hall, program or event, but we need to start recruiting more committee members, volunteer leadership people and general help in working hands and ideas.
2. TIF Plan/Capital Plan – There needs to be a group approach to re-learning the TIF plan and what we are obligated to perform, and how we can implement the 75-25 split approved by resolution in the Save the DDA campaign effort.
3. Design/Façade Review – we implemented a newly designed façade grant program, have applications, we need to get this moving. However, our last two called meetings only one attendee. This needs to be populated with new and additional faces, trained, and accelerated.

III. WORKSHOP RECOMMENDATIONS

1. There needs to be a “lets get everything caught up” retreat. I propose a two day working meeting with multiple invited attendees to discuss and decide:

- a. Fix the Budget
- b. Focus our Event strategy to better align with our Main Street Priorities
- c. Set the Priorities
- d. Understand the TIF Plan and adopt a capital structure
- e. Fix the 75 – 25 argument
- f. Assign chair responsibilities to committees, and adopt renewed bylaws
- g. _____

Respectfully Submitted,

Matthew Gibb

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