

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

April 21, 2026



I. NEWS AND UPDATES

- a. A New Board Member was provided a multi-hour orientation, including a tutorial on how the Tif was created, how it operates, and the bylaws and strategic plan for the organization.
- b. The Main Street Open House on March 26, 2026 was attended by approximately 95 guests. The informational messaging provided throughout is attached as an example.
- c. We participated in the Council Ad Hoc committee to seek alternative revenues for the village.
- d. Multiple meetings with council members on the issues of the DDA's ability to help mitigate increasing costs of residing in the Village.
- e. Rebuilt fencing and broken infrastructure at the office, in the Flint Alley, etc.
- f. Assisted in building façade grant applications for Prime Time Comics and Messy Designs.
- g. Helped develop marketing and event intake forms.
- h. Attended planning commission, council, village manager and met with council members.
- i. Finalized parking expenses and new lease agreements.
- j. Pulled multiple quotes and walk through of contractors for utility planning at the lumber yard.
- k. Directed final engineer plans for the lumber yard.
- l. Attended 11 meetings on permit and planning criteria for the lumber yard.
- m. Handled all financial reporting and invoice/PO

II. BUDGET: The Budget Recommendation is included in tonight's agenda.

III. COMMUNICATION: the LODown continues to grow. A new sub-program for restaurants has been launched.

Respectfully Submitted,

Matthew Gibb

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