

**Minutes of the Chapel Hill Downtown Partnership Board of Directors**  
**Friday, April 18, 2008 7:30 a.m.**  
**The Franklin Hotel, Downtown Chapel Hill, NC**

Board Members Present: George Draper, Chris Jones, Andrea Rohrbacher, Linda Convissor, Kevin Foy, Bronwyn Merritt, Dwight Bassett

Board Members Absent: Dick Mann, Laurie Paolicelli

Others Present: Liz Parham, Executive Director; Meg McGurk, Assistant Director; Daniel Goldberg

George Draper called the meeting to order.

**Consent Agenda**

Linda Convissor motioned to approve the minutes from the previous board meeting. Andrea Rohrbacher seconded the motion. The motion carried 6-0

Liz Parham presented the newly crafted sheets detailing opportunities with the Chapel Hill Downtown Partnership; internships, volunteer opportunities and services offered by the Partnership. Liz Parham updated the board on the approval of the Banner Policy by the Chapel Hill Town Council.

**Items Requiring Action**

Liz Parham presented a potential change to the agency by-laws; an expansion of board of director membership. George Draper explained the necessity for increasing membership; needing more downtown representation, the gaps in participation when members rotate off, and the limitations on who can serve as board chair. Linda Convissor explained that a broader board base would help with agency programming as well. Chris Jones motioned to change the by-laws for increased board members. Bronwyn Merritt seconded the motion. The motion carried 6-0

Liz Parham explained the relationship between the Partnership and Housing for New Hope; the Durham nonprofit that administers the street outreach program in Orange County, through Real Change from Spare Change. The purpose of the contract between the two agencies is to explain how to disperse funds and attain measurable outcomes. Linda Convissor motioned to approve the contract with Housing for New Hope. Andrea Rohrbacher seconded the motion. The motion carried 6 -0.

Liz Parham discussed the current funding that has been procured by the Partnership for the mural restoration project; Painted Walls Project. The board discussed how to best disperse these funds; \$1500 from the Partnership's Façade Improvement Program and \$1500 from the Orange County Arts Commission. The board discussed putting funds up for the restoration of the Child Musicians mural and contributing the remaining funds to the community wide effort that the Preservation Society of Chapel Hill is leading. Andrea Rohrbacher motioned to approve this allocation of mural funds. Bronwyn Merritt seconded the motion. The motion carried 6 – 0.

Liz Parham explained the background of the Façade Improvement Program and an opportunity to shift the focus of the grant program. The board discussed shifting the program to solely providing free design assistance to property owners as a way to help owners in the initial steps of façade improvement rather than reimbursement for costs. Linda Convissor motioned to approve this shift in the program. Kevin Foy seconded the motion. The motion carried 6 – 0.

**Items for Review/Discussion**

Liz Parham gave the board an update on the current status of the Kidzu Children's Museum and the community effort to relocate the museum to the Wallace Deck. Kevin Foy offered background information on the Wallace Deck and the potential for this to be a realistic site for the museum. Liz Parham explained that the Kidzu board of directors has voted to pursue this option.

Liz Parham updated the board on her work with creating the marketing piece “A Downtown Market Snapshot”. The work gives data on the status of the downtown including investments, and can be used as a recruitment tool for businesses. Dwight Bassett suggested that the Partnership send out monthly information to the media about these positive developments to continue to show the community that the downtown is in a good state.

Liz Parham briefly updated the board on the current status of the parking study. After the lead consultant backed out due to a medical crisis; the study was taken over by the head of the firm. A committee meeting is scheduled for next week.

Liz Parham briefed the board on the Partnership’s process for recruiting new board members and the application process. At the board work session, scheduled for May 23, 2008, applicants will have an opportunity to briefly present to the board. The work session will also provide the board an opportunity to discuss details of the Plan of Work.

Liz Parham updated the board on the budget for the next year. Parham received positive verbal support from council members and staff.

#### **Items from the Board**

Linda Convisser asked for an update on the Locally Grown series of events for downtown. Liz Parham explained the Partnership was currently scheduled to meet with Chapel Hill Parks & Recreation to co-sponsor the events.

#### **Adjourn**

There being no further business, the meeting was adjourned.

Respectfully submitted,  
Meg McGurk  
Assistant Director