

Chapel Hill Downtown Partnership Board of Directors
Thursday, May 12, 2011
Chapel Hill Downtown Partnership Conference Room; Chapel Hill, NC

Members Present: Tommy O'Connell, Patty Griffin, Glenn Boothe, Linda Convissor, George Draper

Members Absent: Mark Vevle, Mark Kleinschmidt, Gordon Merklein, Cheryl Lin, Dwight Bassett, Andy Pennock, Jeff DeLuca, Chris Jones

Others Present:

Staff Present: Jim Norton, Executive Director; Meg McGurk, Assistant Director; Bobby Funk, Office Manager

Consent Agenda

George Draper called the meeting to order. Without a quorum present, Chris Jones was available by telephone for voting. The Board reviewed last month's minutes. Tommy O'Connell motioned for approval of minutes. Glenn Boothe seconded the motion, and the motion carried unanimously.

Items for Review/ Discussion

Budget Approval – Jim Norton reviewed the draft budget with the board. The budget will remain level for the next year. Linda Convissor noted that the Town had released its budget proposal earlier in the week. Linda Convissor moved to approve the budget. Tommy O'Connell seconded the motion, and the motion carried unanimously.

Food Truck Recommendation Approval -Bobby Funk introduced the recommendations that came from the Food Truck Sub-committee. George Draper suggested the recommendations include the line 'if the Town approves food trucks, here are the CHDP's recommendations'. Tommy O'Connell suggested adding the requirement that trucks park perpendicular to the street when operating.

Work Plan Approval – Meg McGurk presented the final draft of the 2011-2013 Work Plan to the board. Linda Convissor had three more additions: add "Welcome new businesses, Visit with 52 business & property owners each year, Hold annual meeting' under the Communications & Organization Tab. Additionally, she suggested we invite all board members to the Good Neighbor Initiative. Glenn Boothe suggested we give new businesses a list with photos of all board members. Staff are working on an agency brochure to be completed in August when the new board year kicks off. Tommy O'Connell asked if CHDP could request regular cleanings of streets and sidewalk washing. Jim Norton will ask Butch Kisiah, Director of the Parks & Recreation Department to attend a CHDP board meeting to talk about their work downtown. Linda Convissor motioned to approve the Work Plan. Glenn Booth seconded the motion. The motion carried unanimously.

Orange County Tax Initiative Discussion – Jim Norton suggested tabling this discussion until the next board meeting.

Parking Update- Jim Norton updated the board on the progress of uniting a downtown property owner and the Town to allow public parking on a private lot on the west end of Franklin Street. There will be 44 spaces with a communal meter. The lease has been signed.

Board Appointments Update – Meg McGurk gave an update on the one available seat on the CHDP board that is appointed by the Town Council. There are only two people who have applied that have listed the agency as their first choice. Staff will be meeting with both those candidates to interview them and bringing a recommendation back to the board at the next meeting.

Locally Grown Update – Meg McGurk updated the board on progress -bands are booked; ads have been lined up. Glenn Boothe discussed the difficulty of booking a fourth concert for the series but it is still in consideration for future series. The board discussed the benefits of the series on downtown businesses and how the concerts and movies bring people downtown in a traditionally slower time of the year.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Bobby Funk, Program Director