



MINUTES

Crescent City Downtown Divas Board of Directors Meeting

6 Degrees of Celebration 783 3rd Street ~ Crescent City, California 95531

The Crescent City Downtown Divas are a grassroots 501 © 3 nonprofit organization, sharing a vision about our Downtown. We are committed to building a positive force by promoting our Downtown as a vibrant destination for residents and visitors to gather, shop, work and enjoy. The Crescent City Downtown Divas have taken on the task of re-energizing and revitalizing Downtown Crescent City through beautification projects, long term improvements, and Community Family events, such as Live from Downtown: it's First Friday and our Downtown Crescent City Farmers & Artisans Market.

Friday, November 16, 2018 8:15 AM

Call to Order President Gavin-Tygart called the meeting to order at 8:15AM

Roll Call The following Board Members were present:

President Gavin-Tygart

Treasurer M. Kime

Secretary Clinton

V. President McDonald

Member Johnson

Member H. Kime

CHANGES TO THE AGENDA None

CONSENT CALENDAR On a motion by Member H. Kime, seconded by Treasurer M. Kime and unanimously carried, the board approved the meeting minutes of October 8, 2018.

REPORTS/PRESENTATIONS (5 minutes each)

BOARD MEETING FORMAT.

President Gavin Tygart, confirming the change to scheduled Board Meetings, will begin posting the meeting information on the Downtown Diva website.

Financial Report: Treasurer M. Kime, September 30, 2018 ending balance \$10,397.14. Discussion over Financial Reports included cash vs accrual system. Treasurer M. Kime will discuss with Matt Wakefield about how accrual might apply to LFD and any other fundraising efforts/events.

LFD Report: Secretary Clinton reported on October 5th's LFD including update on Chowder participants, beverage and food vendors, artisans, and raffle.

SeaQuake has ideas about how better to handle ticket/beer sales and we will meet to further discuss that. POP has indicated they will be participating every other month beginning in February, 2019.

Custom Deziign Graphics has offered a 10% discount on any LFD artisans purchasing a banner to help with better signage at the event. Going forward, regarding raffles, determine in advance what restrictions there might be, ie, one per family, 18 years or older, etc. We will have a flyer/handout each month and all participating locations will be given a supply of them. Final LFD planning meeting for December, Monday December 3 at 8:15AM at 6 Degrees of Celebration

Board discussion involving conversations and interacting with local businesses and others including reminders about perception, board conduct, reflection on the Diva Organization as a whole.



FM Report: President Gavin-Tygart still working on final report. Treasurer M. Kime gathering final grant numbers. One report is complete, President Gavin-Tygart plans to make a presentation to Wild River Community Foundation and The Del Norte Healthcare District.

OLD BUSINESS

1. Board Business: Discussion and possible approval.

(a) Downtown Public Restrooms. President Gavin-Tygart has not yet met with City Manager Eric Weir. Agendize for next Board Meeting.

(b) Hwy 101 S. Banner. Treasurer M. Kime, representing Custom Dezin Graphics, presented banner proofs, following discussion a layout was chosen. She will print a small size banner to make sure the banner layout will work back to back and submit for approval prior to creating the full size banner. Secretary S. Clinton requested that a copy of the encroachment permit for the banner be on file with the Diva Organization.

(c) Christmas Drive-thru at the Fairgrounds. Due to time constraints, it was decided to not have a display this year and begin work now on a display for next year. Possible metal logo that can be lit and used for other purposes also.

NEW BUSINESS

2. Retreat Prep: President Gavin-Tygart included with agenda homework for the Board that will begin the work on the annual retreat. She asked that board members spend time thinking on the topics and be ready at the next regular board meeting to add input, suggestions, other topics or focus that should be included in the retreat work.

PUBLIC COMMENT PERIOD:

Member H. Kime was contacted by a vendor regarding assisting in fundraising for an upcoming dramatic production. Instruct the vendor to complete an Agenda Request Form with comprehensive details.

ANNOUNCEMENTS:

ADJOURNMENT

Being no further business before the board the meeting was adjourned at 9:30AM

Respectfully submitted, Secretary Clinton
December 14, 2018