



# Downtown Arlington Business Association

## Member Meeting Minutes

November 2, 2016

6:30 – 7:30 pm

Location: City Hall Council Chambers

### Opening Business

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- **Meeting Called to Order**
- **Member Quorum Not Confirmed**
- **DABA Roll Call**

Present: President Mike Britt, Vice President Jeff Phebus, Treasurer Cristy Brubaker, Board Member Rich Senff, Board Member Bill Dettrich and Secretary Dana Fowler (late, excused).

- **Member Introductions**
- **Member Announcements**
- **Guest Speakers**

Guest Speaker Christine, a friend of Dawn Ambler, owner of 2 Bits & More made a presentation to the Board asking for financial support. She provided an overview of what Dawn has estimated are her losses that are not covered under insurance.

- **Approval of Prior Member Meeting Minutes Held 10-5-2016**
- **Current Membership Status**
- **Treasurer Report**

Secretary, Dana Fowler, not yet present to provide this report.

Cristy reported that the current balance is \$17,672.76. Reconciled as of 10-31-2016. Probably have \$1,000 in bills she is waiting on and another \$500 in income. Cristy will also be doing the city grant reimbursement for \$8,900.

### Old Business

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#### Committee Updates:

- **2<sup>nd</sup> Annual Viking Fest & Pub Tour (Draw Raffle Prize)**

Cristy had Kim Titterness draw a raffle ticket in order to give the hair products away as the phone number on a previously drawn ticket was not good.

- **Hometown Holidays & November Small Business Saturday Promotion**

Mike Britt reported that on October 7<sup>th</sup>, he had some communication with Jessica Rohnhaar. Cristy followed up with her and let her know that the wagon rides are part of the \$5,000 budget. Mike thought he read that the Santa wagon rides were being sponsored by the Chamber. Cristy will double check that.

Dana stated that we don't have \$5,000 to spend. We need to keep the budget to what we asked for in the grant reimbursement report as this event does not raise funds through t-shirt sales, etc.

Mike discussed the Small Business Saturday Promotion/Ad – he talked with Joann at the Marysville times and globe. He wants a credit from a joint ad we did in June that we were very unhappy with. The ad will come out Thanksgiving weekend. Joann will offer us a full page for \$900.00.

North County will be reaching out to the businesses who have signed for artwork very soon. Perhaps this week. There were a total of 18 spots available. Cost to business is \$25.00. DABA pays the balance. They are charging a total of \$900 so if all 18 spots are filled, then DABA would pay \$450.00. Cristy stated that 16 spots are filled.

Mike needs to know if DABA membership wants to also pursue the Globe/Times ad.

**Action Taken:**

- **Jeff Phebus motioned to approve \$900 for the globe/times ads.**
- **Dana Fowler seconded.**
- **All in favor?**
- **Any opposed?**
- **Motion carried.**

Business who will take ads are as follows:

- Action Sports
- Olympic Escrow
- Krosswalk Pub
- Country Rose
- Country Corner
- Perfectly Knotty
- Britt Sport Cards
- **Show & Shine Car Show**

Bill is currently working on the sponsor forms. UW Medicine finally paid their \$1,000 sponsorships. This year they will have a deadline of April 12<sup>th</sup> for sponsorships.

Dana to hand over forms and database from last year. Set meeting with Bill and Cristy.

- **Street Fair**

Mike reported that Jeri is not here. She has already sent out 40 applications by email. Also handed out 20 by hand. She has not yet spoken with the fire chief to discuss having two rows in the middle of the road. Kathleen stated the fire chief will not likely approve as they need 16 feet in between tents to allow trucks.

- **DABA Tourism Brochure**

Dana will bring more information to the next meeting and we can make decisions about changing distribution routes if need be. So far we have distributed 7,000 brochures. Dana will also ask Jill if we can have more brochures shipped downtown.

- **DABA Elections Committee**
  - Deadline for Nominations is at this Meeting
  - Elections Held during December Meeting

Mike Britt asked if Lisa had received any nominations from any board members? Lisa stated only Dana had emailed her. Mike Britt stated that we will complete the official forms including members from the floor for all board positions.

#### Other Old Business:

- **Arlington Coloring Book**

Lisa Herr handed out a sheet stating that we have three vendors - Penway, Lithtex, Alexander. Lisa asked for three sizes in her quote. 8.5 x 11 and 8.5 x 7 and 5 x 7. Lisa showed a 48 page and 36-page breakdown. Most members support a local business – Penway.

Majority of board members and regular member liked the middle size 8.5 x 7.

Dana stated we should let Lisa take on approaching businesses to see if we can get 36 businesses to sign up. Quantity is 5,000 and we will use Penway. Each business would pay around \$128 per page and give them 138 copies. These books will be given away at each business location.

- **ABC Initiatives / DABA Tool Chest Live**

Dana mentioned that a page had been created on the DABA website for the community tool chest. It needs to be vetted with the Board and then will be published. Hopefully within the week.

- **DABA Grants & Reimbursement - 2016 & 2017**

Cristy noted that she would be submitting the reimbursement report soon.

#### New Business

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- **2 Bits & More Thrift Store Fire**

Mike related his experiences with this devastating event. Mike thinks it's imperative that we as DABA help out 2 Bits & More. Mike asked Cristy what we can do as an organization. Jeff wants to have some transparency – need to know more information. How will the money be spent and to whom? DABA definitely wants to help. Cristy shared a previous fire event – she worked with city staff to put on a spaghetti dinner and did an auction to raise funds for that furniture store to benefit their employees.

Jeff stated that we will be holding a board meeting soon and will determine a dollar amount we are comfortable with.

Kim Titterness, owner of the Krosswalk Pub, is having a taco feed on November 12<sup>th</sup>, 2016. Kim is looking for items to be donated for the auction. Kim is also asking for donations from local restaurants for food items. Tickets will be \$10 each. Kim stated that KOMO, KIRO and Arlington Times are sponsoring this event. Grocery Outlet is donating all the plateware, napkins, etc. She also has lots of volunteers to manage the event.

Jeff proposed that DABA gives \$500 to help cover the costs to put on the taco dinner. It's too early to help with other financial contributions at this point.

Mike Britt recommended \$750 instead of \$500. Kim may not spend all the money.

Dana supports \$500 in order to save some money for later when its more critical to support her financially.

**Action Taken:**

- **Bill Dettich motions that DABA give \$625.00 to go towards the dinner/auction.**
- **Jeff Phebus seconds.**
- **All in favor?**
- **Any opposed?**
- **Motion carried.**

Cristy asked if we could post this event on our website and facebook page. Dana will do the DABA site.

**Closing Business**

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- **Meeting Adjournment**
  - **Jeff Phebus motioned.**
  - **Dana Fowler seconded**
  - **All in favor?**
  - **Meeting adjourned at 8:06 pm.**