

## **SPI Board of Director's Meeting**

Tuesday, June 18, 2019

**Present:** Malcolm Derk, Sara Lauver, Nina Mandel, Rich Mease, Lindsey Bailey

**Guests:** Lindsay Trick, Joyce Hendricks, Carol Handlan

**Not Present:** Sean Christine, Brian Ross, John Lazur

The meeting was called to order by Malcolm Derk at 6:02 PM.

**Monthly minutes:** A motion to accept the May minutes as submitted was made by Rich Mease. Second by Nina Mandel. Motion passed.

**Treasurer's report:** Malcolm Derk presented the treasurer's report in the absence of the Treasurer. A business check from an unaffiliated business was drawn from the farmer's market account in error. The bank inadvertently drew the check from the farmer's market account, presumably due to an account number entry error. Brian immediately notified the bank and the charges were reversed. A motion to accept the treasurer's report as submitted was made by Rich Mease. Second by Sara Lauver. Motion passed.

**Administrative update:** Lindsay Trick gave the administrative update. Our website review is in the process. We've received a link for the new website from Renita at Ethan Jacob Scott. There will be a few different individuals reviewing the website in addition to Lindsay. Malcolm has offered to have someone review the site as well. The board will receive a link before the new site goes live. A flyer has been created which has all of the summer music going on in downtown Selinsgrove. This includes SPI and other organizations as well as the downtown businesses. She will continue to keep the list accurate.

**Promotions committee:** Nina Mandel shared a hand-out with the group about what the promotion committee does and should be doing. A list of objectives has been created. The committee will promote events but not necessarily run them. Are there any additional changes that need to take place? A list of the committee chairs would be helpful so that they can communicate between the groups. Lindsay will send Nina a list of the committee chairs. An article has been completed for the next issue of Local Gems. Shawn Felty put the article together and there's lots of good information included.

**Economic revitalization committee:** Carol Handlan reported that there was no meeting this month. Last month's meeting crosswalks were discussed. There will be one going in by the old J. Kleinbauer building and lines will be put in at the end of town by Sushi Masa. This will help with some of the current parking issues. An SU student was hired to help in the SPI office. His name is Trey Klinger and 90% of his salary is being paid for by a grant. Trey has been assisting with the mail and doing bank deposits for Lindsay once she has them prepared. One of Trey's main objectives is making sure SPI has accurate contact information for all the downtown businesses. He is visiting and shadowing Carol to help gather information. It is uncertain if he will continue with SPI in the

fall. He can also assist the borough if SPI doesn't have work for him, however, there are plenty of things to be done at this point in time. They will also be going through the old files and organizing all the Peppers documentation. A good deal of documents will need to be shredded. Carol asked what should be done with originals of documents for things like the banana split contest that took place in the 80's? Would it be better to have this sort of information housed at the Snyder County Historical Society? Carol will share a list of these documents with the group so that a decision can be made. The discussion of possibly digitizing the files was also mentioned.

**Façade grant:** Malcolm Derk reported that people have asked for more time to submit applications. Malcolm recommended the SPI board allow proposal submissions through June 30, 2019. A motion to allow applicants to submit their applications by the 30<sup>th</sup> of June was made by Rich Mease. Second by Sara Lauver. Motion passed.

**Farmers' Market:** Sara Lauver reported that a grant is available which would help with some expenses for the farmers' market. SPI provides \$600 to match Gelnett funds to provide music in the commons each Saturday. Currently, musicians are only paid \$50 to play. This grant would also help with other projects and increase the payment a musician receives for performing at the market. A motion to apply for the grant through RC&D partnerships was made by Nina Mandel. Second by Lindsay Bailey. Motion passed. Volunteers are needed at the market. A big commitment is required. A strong core group of volunteers and people that are available to help on Saturdays is necessary. There are less individuals available to help this year. If anyone knows any individuals that would be willing to help out, please let Sara know.

**Selinsgrove Area Chamber of Commerce:** Joyce Hendricks reported that Antiques on the Avenue will be taking place on Sunday, July 14 from 9 AM to 3 PM.

**Clock restoration:** Nina Mandel reported that the weather might not be great for Saturday's celebration. They are ready for the event and have most of the preparations complete. The festivities will begin at 11 AM. The mayor will speak and Jim Campbell has agreed to talk about the history of the clock. An update on the process of the clock restoration is needed. A board representative or volunteer is needed to assist with the unveiling of the clock. There will be other promotional items available at the celebration such as bookmarks, coloring sheets and temporary tattoos. The Isle of Que brewery made a special brew for the clock celebration. Wicked Dog Grille has graciously donated some of their fantastic hotdogs. OIP is providing pizzas and the brewpub has donated a keg of root beer. Bella's Bliss Bakery will donate a variety of desserts. Sara was in contact with the media. Caitlin Maleski, designer of the logo, will also be in attendance.

**Commons:** Malcolm Derk reported that he went with John to look at the damaged tree and the stage. Someone needs to check with the borough on the second submission of the Gelnett application for the commons. Lindsay will follow up on this.

General discussion regarding procurement and purchases. A new procedure should be created for the ordering of supplies and materials. There has been some confusion on this matter and clarification will resolve any questions or problems.

**Hops, Vines and Wines Brewfest:** Carol Handlan reported that she has a number of volunteers lined up for the day of the brewfest. There are still some tickets available. Further promotions will be done to help sell the remaining tickets. If anyone is available to volunteer, please let Carol know as soon as possible.

**Market Street Festival:** Joyce Hendricks reported that there are currently 77 vendors signed up to attend this year's event. Nine of the 77 vendors are new. An ad will be placed in the Snyder County Times and Daily Item to help generate more vendor applications. More posts will be done on social media as well. To date, the festival is coming in under budget so there are funds available to run an ad and do some additional marketing of the event to help us fill as many of the sites as possible.

Carol Handlan reported that there is still an inventory of Selinsgrove merchandise including ornaments and buntings available for sale. These items could be sold at the market and the Market Street Festival if a volunteer is available. The funds would be donated to the commons or farmers' market. Merchandise would be reasonably priced to sell.

A motion to renew the annual membership to Pennsylvania Downtown Center was made by Rich Mease. Second by Nina Mandel. Motion passed.

A motion to adjourn the meeting at 7:15 PM was made by Nina Mandel. Second by Malcolm Derk. Motion passed.

Respectfully submitted,

*Lindsay Trick*  
Administrative Support  
Selinsgrove Projects, Inc.