

**Downtown Troy BID Executive Committee Meeting Minutes**

**Thursday, April 13, 2023, at 9:00am**

**Via Zoom video conference**

Committee Members: Matt Callahan (P); Jeff Mirel (VP); Dave Gardell (T); Sarah Caciola (S)

BID Staff: Olivia Clemente

* Annual Meeting
  + Board Election Slate - The Governance Committee met Tuesday to discuss the annual meeting and board elections slate. Three Class A seats will be filled by Angelo Grasso, Sarah Caciola, and Sam Toews who is moving from Class C to Class A. Class B has received one petition from Cara Sherwood at Stacks Espresso Bar; committee reviewed application and approved Cara to be added to the ballot. Class C resident to be appointed; Russ Brooks was recommended, and Gerry Desieve was also mentioned as someone who may be interested.
  + Format & Content – to be finalized by Olivia soon.
* Budget
  + Dalle Accounting – Olivia has been meeting regularly with Matt from Dalle Accounting. Matt has recently taken a leave of absence from his position and will be out for 2-3 months. Anthony Ramos at Dalle had been working with Matt on BID matters and will likely be transitioned into the contact person for the BID for the interim future. Olivia will include Matt C. and Dave G. in the next scheduled meeting with Anthony at Dalle. Olivia is monitoring the budget closely for each event to ensure compliance with each.
  + Sponsorships & Contributions
    - Events - Sponsorships for events are coming in.
    - CRC Funds – Olivia is meeting with Dylan soon to finalize the RFP for the architects on the adopt-a-block program and to discuss the CRF funds.
    - LDC Grants – LDC Grants are open, and Olivia has been named to the board for approval of the grants.
    - ARPA Funds – no update from Olivia. Matt will reach out to Chris Nolin to schedule a meeting.
    - AAA – Olivia met recently with a representative from AAA who is interested in working with the BID and wants to sponsor water tents for Rockin’ on the River and RiverFest events.
    - Highmark Blue Shield – will be the Premier Sponsor for Rockin’ on the River and ChowderFest at $5,000 each.
    - Price Chopper – sponsorship amount of $3,500 for RiverFest
    - Stewarts – has promised $5,000 for Pig Out and ChowderFest
    - Emily Menn – offered a $1,000 sponsorship from her campaign. The committee discussed and determined campaign contributions would not be accepted but will consider providing a candidate’s tent at events for attendees to “meet the candidates” which could be sponsored by a larger company.
    - Renewal By Anderson - $3,000 contribution
    - Fox Pest Control - $2,000 contribution
    - Sam Judge – Olivia awaits confirmation on a contribution amount.
* Events Update
  + Earth Day – Olivia put out a call for volunteers and has received 15 responses. Supplies, vests, gloves, trash bags, pickers, and rakes have been donated or procured. Work will start at the BID office and end at Brown’s Brewing. Volunteers will be able to work at their own pace throughout the day.
  + Rockin on the River – RFP draft was reviewed by the committee. Will go out on Monday to Saratoga Eagle, Decrescente Distributors, Remarkable Liquid and Craft Beer Guild. Proposals are due back by May 12th. The Board of Directors will vote at the May board meeting and the winner will be announced on May 19th.
  + Pig Out – Scheduled for July 16, 2023. Will have a new format similar to ChowderFest where local restaurants offer $4 samples of a BBQ item. Music will be set up in Monument Square along with lemonade, cotton candy and craft vendors. There will be no amateur BBQ competition this year.
  + Collar City Pop – Ticket sales are out. Restroom facilities are being procured. A photographer has been secured as well. The SLA application is pending. Olivia is requesting board members and their organizations to assist with sponsoring this event.
  + Troy Night Out – Earth Day themed TNO will be Friday, April 28th. Event at Whiskey Pickle is being promoted, tickets are $15. Additionally, Olivia is convening a retail committee meeting at the BID office to hear from retailers on how to improve TNO for retailers.
* BID Position on Development Projects – Discussion regarding BID involvement with supporting new projects happening downtown. The decision was made for the BID as an organization not to take a position on upcoming projects to avoid setting a precedent on matters going forward.