

# DOWNTOWN RAVENSWOOD PARTNERS MONTHLY BOARD MEETING AGENDA

---

Location: 3<sup>rd</sup> floor conference room in the City Hall Building

---

Date: January 20, 2025 at 6 pm

---

## I. CALL TO ORDER

- a. Approve prior meeting minutes.
- b. Introduction and Presentation from Amanda Stevens, Executive Director of Downtown PKB, on the secrets to success for her program, best practices and advice for a new board, and their revitalization strategy.

## II. NEW BUSINESS

- a. Board Member Orientation Handbook
- b. Committee Roles and Responsibilities Handout
- c. Each committee needs to decide who will be their chair and establish a regular monthly meeting beginning in February
- d. Executive Director Roles and Responsibilities, update on key project tasks, and director survey link
- e. Three new committee volunteers to begin in February
- f. Getting the downtown survey into the high school
- g. Website updates: Survey results, Virtual Business Directory, Board Members, Media & News Articles, upgraded "Get Involved" page.
- h. Updates on the McIntosh Hardware building:
  - i. Mid-Ohio Valley Regional Council assisting with applying for the Community Development Block Grant, due Jan 31, to fund building acquisition and demolition.
  - ii. Rural Business Development Grant, ARC Power Grant, and T-Mobile Grants can fund projects on the land once the buildings are down. Review ideas on what we can construct.
- i. National Main Street Conference- April 7-9 in Philadelphia PA. Approve director attendance and estimated costs.

## III. OLD BUSINESS

- a. Review Window Clings design and cost for printing
- b. Introductory video proposal from Shane Johnson and cost for production
- c. Review new design on business directory and About Us card

#### **IV. CONCLUSION**

- a. The next board meeting will be held on February 17th 2025 at 6 pm.