

Angier Downtown Advisory Board

Meeting Minutes

1/28/2020

Opening

The regular meeting of the Angier Downtown Advisory Board was called to order at 6:35pm on 1/28/2020 in The Depot by Brian Causer.

Present

Board Members: Gail Turner, Rick Gutierrez, Rachel Barnes, Jennifer Bell, Brian Causer, Diana Lischin, and Jim Nicholson

Downtown Manager: Christy Adkins

Guests: Mayor Bob Smith, Tim Thompson (Chamber), Commissioner Honeycutt, Commissioner Hawley, Brian Hawley, and Junior Price

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

Old Business

- 1) Bylaws – Christy presented the proposed bylaws and explained process used to create them. Bylaws were unanimously approved as presented and signatures obtained from all board members present. **Action item: Christy will send the proposed Bylaws on for approval by the Town Commissioners.**
- 2) Improvement Grant – A proposal to amend the Façade Grant to an Improvement Grant to help downtown businesses improve their interior and exterior spaces that are part of the building, i.e. flooring, windows, bathrooms, back entrances, etc. **Action Items: Christy will send the proposed Improvement Grant on for approval by the Town Commissioners. Upon approval, marketing of the new grant to downtown businesses, replace new grant form to the town website for accessibility, consider a digital version of form to simplify process for merchants.**
- 3) National Register – Discussion was had on whether to pursue seeking national register recognition for some of the buildings in the downtown area. Christy highlighted that changes can be made to the building and there are some tax

incentives for the owner. **Action item: Jim Nicholson agreed to research this possible endeavor and report back to the board.**

- 4) Farmer's Market – Christy presented a rendering for a farmer's market highlighting a possible plan. As proposed, the plan shows two permanent buildings, public restrooms and additional green space. Concern was raised by Rick and Tim regarding the use of that area for the Crepe Myrtle Festival. Both groups (the chamber and the advisory board) agreed to work closely towards the common goal of a farmer's market as well as a revised concept for the festival as both are important for the downtown area. Jim also noted that we could consider movable structures in the concept to allow for some flexibility with the space. No current action items for the board to consider. Once the Board of Commissioners approves the concept plan, Christy will report back to the Advisory Board.
- 5) Angier Museum – Current plan is to relocate the museum to a new building in the downtown area. The hope is for the museum to purchase the building as a permanent location. Several suggestions were made to consider fundraising efforts to help with relocating the museum. Rick brought up some concern about supporting fundraising efforts for a 501c3. In an effort to show transparency in our process and to reduce the risk of favoritism, the board will develop a formal process to request the assistance of the advisory board in fundraising efforts. Christy informed the board that testing had been done on the ceiling tiles in the proposed site and had come back with no asbestos. Junior Price commented that he “is a good friend of Senator Burgin” (who owns the proposed building). But he wished to know why the Town would pay for upgrading his property through approving an Improvement Grant. Christy explained that build-out of commercial properties by a new tenant to make changes to fit their business needs is quite typical. She added that any financial help from the town would help the tenants have a greater chance of success and staying in business longer, which helps the downtown. **Action Item: Assign the task of creating a formal process to request the assistance of the advisory board in fundraising efforts to someone on the board. The board would then need to approve this process.**
- 6) Grant Writing – Christy asked for some assistance in writing grants to help request funding for some of our projects. Brian asked if we could develop a template of information so that each board member could help with seeking grants using the same information. Some discussion was had regarding whether we should consider moving to a 501c3. Pros and cons were discussed and more research may be required to make a decision. **Action Item: Diane to provide**

assistance with grant writing and formalizing the process so all board members can participate.

- 7) Commemorative Walk-way – Update to project. No formal numbers were presented at this meeting. New packets were distributed to the board members and request to be completed by the end of March. We will need to seek assistance with completing the project so additional funds will be required to hire a landscaping company. **Action Item: Please let Christy know this week if you have any sales that have not been given to her. Otherwise, we are all encouraged to complete sales over the next few weeks for a new update at next meeting.**

New Business

To respect the time of the board members and guests, the agenda was modified at this point to address a few areas of new business.

- 1) Results of our survey from the Crepe Myrtle Festival highlighted that most residents would like a coffee shop in the downtown area. Brian encouraged the board to brainstorm any ideas in this area and any possible businesses that we could approach.
- 2) Chamber requested more of our assistance for their events and would like to continue the strong relationship that has developed between the board and the chamber. The board is very receptive to this idea. **Action Item: Recruit more committee members so that we have plenty of volunteers.**

Agenda for Next Meeting

Next agenda to include each of the action items listed.

Adjournment

Meeting was adjourned at 8:05pm by Brian Causer. The next general meeting will be at 6:30pm on 2/25/2020, in The Depot, Angier.

Minutes submitted by: Jennifer Bell, DDS – Vice Chair