

**Moline Centre Main Street Commission Minutes
4:00 p.m.**

Wednesday, July 18, 2018

**Quad Cities Chamber of Commerce
1601 River Drive, Suite 310
Moline, IL**

The Moline Centre Main Street Commission meeting came to order at 4:00 p.m. The Commission met in regular session in the Quad Cities Chamber of Commerce offices.

Commission Members Present:

Matt Sivertsen, The Planning Center
Chelsey Hohensee, Metrolink
Jeff Anderson, City of Moline (Staff)
Ajay Singh, Heart of America (HOA)

Commission Members Absent

Dave Fortin, DF2 Consulting
Dave Parker, City of Moline (2nd Ward Alderman)
Peter McDermott, McDermott Construction

Staff Members Present

Terri Smith, Interim Moline Centre Director

Guests Present

None

AGENDA ITEM #1 – Call to Order

The Main Street Commission meeting was called to order at 4:00 p.m.

AGENDA ITEM #2 – Public Comment

No public comments were made

AGENDA ITEM #3 – Approval of Minutes

Minutes from the June 20, 2018 meeting were reviewed. A motion to accept these minutes was made by Chelsey Hohensee, and Ajay Singh seconded the motion. Motion was approved unanimously.

AGENDA ITEM #4 – Committee Reports

- **SIT**(Streetscape, Infrastructure & Transportation): No report at this time.
- **ED**: No report at this time
- **Design**: No report at this time
- **Promotions**: Terri Smith reported the following:
 1. QC Storm will be holding their first game on October 20th. She will be working with the new manager and downtown business owners to welcome them aboard.
 2. Sesame Street comes to the Taxslayer Center Oct. 4th. Two shows will be performed.
 3. Theresa Caputo will be performing at the Taxslayer Center on October 27.
 4. Alabama tickets are on sale for their performance at the Taxslayer Cener on October 13.
 5. Disney on Ice returns to the Taxslayer Center Nov. 29 – December 2.
 6. The Committee would like to look into having a new event downtown called Murder Mystery on Main Street. Lora, from the Black Box Theatre is going to work with the group to move this idea forward.

AGENDA ITEM #5 – QC Craft Beer Fest Overview

Matt Sivertsen distributed copies of the income/expense report for the QC Craft Beer Fest. Final costs were as follows:

Income:	10,528.50
Expense:	<u>10,004.75</u>
	523.75

Matt Sivertsen asked the commission for their observations with regard to keeping this event going. Comments as follows:

1. Even though the weather was not cooperative, we did have a pretty good turnout, although it did affect walk up participation.
2. Obtaining a tent for the event was a key factor, given the rain.
3. Having a Deal-of-the-day through the Dispatch and pre-registration, assured better attendance.

After a brief discussion it was decided to keep the event going. Jeff Anderson made a motion to hold a Quad City Craft Beer Fest in 2019. Ajay Singh seconded the motion. Motion was approved unanimously.

AGENDA ITEM #6 – Transition Plan Update

Matt Sivertsen updated the board with regard to the Main Street Executive Director transition. He met with Paul Rumler and will continue to do so. It has been determined that the Main Street Executive Director position will be a FTE (Full Time Employee). The Main Street Coordinator position will be eliminated. The Executive Director position will be posted internally (at the Chamber) and then posted externally. He also stated that there are a lot of “moving parts” being discussed right now with regard to the Main Street program, one of which will be new accounting procedures.

Chelsey Hohensee indicated that there had been a discussion at the previous meeting for this Board to be involved somehow with the selection of a new Executive Director. Matt Sivertsen indicated that he will communicate this idea to the City, who will make final approval on the appointment.

AGENDA ITEM #7 – New Member Discussion

Since we lost two members due to term limits, Matt Sivertsen felt it might be a good idea to brainstorm and come up with a list of possible board members that we could provide to the Mayor for consideration.

A brief discussion took place and several names were mentioned for consideration. Matt Sivertsen asked the board to forward him any additional names that they might know who would be interested. He or Terri will send to the Major if she is interested.

AGENDA ITEM #8 – Director’s Report

Terri Smith reported the following:

1. We are midway through the Concert series and it continues to go well, with over 600 in attendance. The Summer Concert series picked up two new sponsors:
 - a. Band sponsor Re-Max River Cities
 - b. University of Iowa Community Credit union is now a Stage & Vehicle Co-Sponsor along with Courtesy
2. She is in the process of completing contracts for property maintenance services in SSA #5 & SSA #6 so that they can be placed on the COW agenda. Those should be finalized this week.
3. The Quad City Chamber’s Annual Meeting will take place on August 23rd this year. Terri is in the process of gathering data metrics for their presentation.
4. She is in the process of working with Lori Turner who is assisting the Parks and Rec dept. on their upcoming Fur and Friends Fundraiser on August 19th at Riverside. We are contacting downtown business owners to see if they would promote by offering specials on food or drinks. Proceeds will benefit converting Butterworth Park into a Dog Park.
5. One of the Business owners at our monthly Merchant’s Meeting discussed the need to integrate training programs for hotel front desk employees throughout our region. One of her employees was at a Moline hotel and asked for a recommendation for lunch and the staff only knew about Subway. Molly, from the CVB concurred, that this is an issue, so we are going to work together and contact hotel management to discuss the situation and see if there is some sort of training that employees/staff could go through to obtain more knowledge about the area.

AGENDA ITEM #9 – Other Business

There was no other business to report.

AGENDA ITEM #10 – Adjournment

Chelsey Hohensee made a motion to adjourn. Ajay Singh seconded the motion. Motion was approved unanimously. Meeting was adjourned at 4:50 p.m.

Respectfully submitted Terri Smith