

**FEBRUARY 20, 2018**  
**BENICIA MAIN STREET BOARD MEETING MINUTES**

**BOARD MEMBERS PRESENT** – PRES. MIKE CAPLIN, VICE PRESIDENT MARIA SAULSBURY, SEC/TREAS. JERRY HAYES, BOARDMEMBERS CHRISTINA STRAWBRIDGE, TONI HAUGHEY, LORIE CAMPBELL, and EXECUTIVE DIRECTOR NANCY MARTINEZ AND BOOKKEEPER BONNIE SILVERIA.

MEETING CALLED TO ORDER AT 5:06 PM BY PRES. MIKE CAPLIN. AT THIS TIME A QUORUM WAS NOT PRESENT. AGENDA AND MINUTES WERE NOT ADOPTED UNTIL AFTER FINANCIAL REPORTS WERE REVIEWED. (A QUORUM WAS THEN PRESENT)

**AGENDA AND MINUTES** — ONLY THE AGENDA WAS ADOPTED – NO JANUARY MINUTES HAD BEEN SUBMITTED – MINUTES FOR JAN WILL BE SENT OUT WITH MARCH PACKET. MOTION ON AGENDA MADE BY C. STRAWBRIDGE – SECOND BY M. SAULSBURY – MOTION PASSED

**FINANCIAL REPORTS** –REVIEWED AND FILED FOR AUDIT

**DIRECTOR’S REPORT**- DIR. MARTINEZ REPORTED ON THE FOLLOWING ITEMS: VALENTINE CANDY SOLD OUT. EASTER CANDY WILL ARRIVE ON MONDAY. WINE WALK TICKETS SALES WERE ALSO SOLD OUT. WEATHER WAS VERY PLEASANT AND EVERYONE WAS HAVING A GREAT TIME. A DISCUSSION OCCURRED DURING THIS REPORT ON WINE POURS. SOME OF THE STOPS RAN OUT OF WINE. IT WAS DECIDED THAT THIS MATTER WOULD BE TAKEN BACK TO ORG. FOR FURTHER STUDY ON BEST WAY TO HANDLE. MARTHA CHRISTOPHER IS WORKING ON EMPLOYEE HANDBOOK. THE CURRENT EDD CLAIM HAS BEEN SETTLED IN BMS FAVOR AND NANCY IS CURRENTLY WORKING ON DISABILITY SUIT FILED AGAINST BMS BY ANOTHER FORMER EMPLOYEE.

**ORG**-MIKE REPORTED THAT THE COMMITTEE – REVIEWED THE FINANCIALS AND DISCUSSED THE FORMER EMPLOYEE ISSUES PERTAINING TO EDD UNEMPLOYMENT CLAIM AND DISABILITY CLAIM.  
**PROMOTIONS**- NANCY REPORTED THAT THE FOLLOWING EVENTS WERE DISCUSSED. 2018 GOALS WERE SET. THE FOLLOWING PROMOTIONS WERE DISCUSSED – RESTAURANT WEEK, PAMPER ME FIRST, WHERE’S JACK AND SCARECROW CONTEST. A DISCUSSION WAS THEN HELD WITH INPUT FROM THE BOARD OF DIRECTORS ON HOW TO STRENGTHEN THE SCARE CROW CONTEST. PARTICIPATION WAS DOWN LAST YEAR, MERCHANTS SIGNED UP BUT THEN FAILED TO PARTICIPATE WITH A SCARE CROW.

**DESIGN** –JERRY REPORTED THE COMMITTEE DISCUSSED THE DEPOT LANDSCAPING SCHEDULED FOR THIS SPRING, ADA COMPLIANCE, LIGHTS

ON FIRST STREET AND ADOPT A DRAIN. THE NEW BUILDING PROPOSED LOCATED ON THE CORNER OF EAST H AND FIRST STREET.

**ER** – CANCELLED

**OTHER** – ALARM PROGRAM. BMS IS REACHING OUT TO MERCHANTS AND BUSINESS OWNERS ON FIRST STREET ABOUT THE NEED TO PAY THEIR YEARLY PERMIT FEE FOR THEIR ALARM. MANY ARE NOT AWARE. DIRECTOR STRAWBRIDGE DISCUSSED THE NEED TO HAVE COUNCIL MAKE THE DEPOT A PRIORITY FOR RESTORATION FOR THE FREIGHT ROOM. SHE STATED IT HAS BEEN 16 YEARS AND NOTHING HAS BEEN DONE TO COMPLETE THE PROJECT OTHER THAN PRELIMINARY PLANS ON WHAT IS NEEDED TO MAKE THE ROOM ACCESSABLE. COUNCIL WILL BE REACHING OUT TO COMMUNITY FOR INPUT ON THEIR PRIORITIES. BMS (BOARD MEMBERS) SHOULD TAKE AN ACTIVE PART IN SURVEYS, ETC.

**MEETING ADJOURNED** – 6:05 PM

REPECTFULLY SUBMITTED

BONNIE SILVERIA  
PAST PRESIDENT - BMS