**Broadway Business Improvement Area**

P: (206) 317-8155 E: contact@broadwaybia.org

# DRAFT BIA ADVISORY BOARD MEETING

Via RingCentral Virtual Meeting

# Meeting Minutes

1:00 PM – 2:00 PM

October 7, 2020

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ATTENDANCE** |  |  |  |  |
| Egan Orion | BIA Director | Present | 206.328.6646 | [egan@bestplaceever.org](mailto:egan@bestplaceever.org) |
| Tamara Asakawa | Co-Chair | Absent | 206.329.5792 | tamaraa@lifelong.org |
| Chasten Fulbright | Secretary | Present | 206.963.9213 | cfulbright@blantonturner.com |
| Gregg Holcomb | Co-Chair | Present | 206.669.3853 | greggholcomb@hotmail.com |
| Frank Alvarado | Treasurer | Absent | 206.576.0986 | frank.alvarado@homestreet.com |
| Heather Strock | Director | Present | 206.661.7499 | strockhl@gmail.com |
| Lindsey Jensen | Director | Present | 425.442.6311 | lindsey@hunterscapital.com |
| Jeff Keever | Director | Present | 425.478.6875 | Jeff.keever@seattlecolleges.edu |
| Theresa Sindelar | Director | Present | 402.440.4002 | [Rocketfizzseattle@gmail.com](mailto:Rocketfizzseattle@gmail.com) |

Gregg called the meeting to order at 1:06 pm.

1. Meeting Minutes – September 2020 Minutes. Lindsey motioned to approved; Theresa seconded. Motion passed.
2. Director Update
   1. Holiday lights have been ordered and invoiced sponsors. Will be up Nov 6 or 7th.
   2. Holiday Poster prepared.
   3. Budget work being prepared with Lindsey and Frank.
   4. Work Plan drafted by Egan. Awaiting Gregg and Tamara feedback.
   5. Annual Meeting pushed back by 1 month due to Board conflicts.
3. Financials
   1. Net income below budget by $4,116.52
   2. Cash balance at City is $36,392.73 and $39,003.55 at Homestreet.
   3. EOY balance forecast is $36,000 per Lindsey.
4. Cleaning Service Bids
   1. Recology
      1. Current 5 days/week for 8 hours/day + graffiti & pressure washing as others
      2. Currently $12,000 for limited service. $14,000/mo for 7 day service. Plus separate for power washing and graffiti.
      3. Most BIA’s not using Recology.
   2. Seattle Surface Cleaners
      1. 7 days/week + 6 hours/day. $7560/mo
      2. Cleaners are equipped with graffiti and pressure washing equipment every day.
      3. Committed to paying living wages.
      4. Minority owned & second chance employer.
   3. Black Mountain used by Columbia City – no bid yet
5. Social Media Name and Strategies
   1. @broadwaycapitolhill for all Social Media.
   2. Egan will create content for each season.
   3. Heather will help with Instagram.
6. Board Recruitment
   1. Upcoming openings require new board members.
   2. Heather suggests a BIA/board brochure.
      1. Chasten/Egan to create
7. What’s up on Broadway?
   1. Lifelong, Canary, and other retailers at The Alley Building were broken into.
   2. Seattle Central getting a lot of damage.
   3. Bricks on Broadway painted with the word SOUP need to be removed.
   4. Intiman Theater headquarters moving to Seattle Central College.
   5. Three new apartment buildings have opened up in the BIA area.
   6. Residents moving out of the area
8. New Business
   1. None
9. Adjourn at 1:55 pm

Minutes submitted by: Chasten Fulbright