

**Main Street Advisory Board Meeting Minutes - DRAFT**  
**September 20, 2017**  
**Laramie, WY 8:00 a.m. to 1:00 p.m.**

Board members present: Sherri Mullinnix, Jim Davis, Joe Fabian, David Pope, Bill Hankins

Board members absent: Matt Ashby and Marla Brown

Staff present: Heather Tupper, Kim Rightmer, Julie Kozlowski, Ashley Cannon

**Meeting called to order at 8:05 a.m.**

Sherri Mullinix moved to approve the meeting minutes from April 13, 2017. Joe Fabian seconded. Motion carried.

**Board appointments** – Sherri Mullinix and Joe Fabian were reappointed.

**Program updates**

**Worland** submitted a letter officially withdrawing citing lack of capacity at this time.

**Kemmerer-** A letter drafted by Linda Klinck was presented to the board. Board members suggested revisions. The Board would like to see an updated draft of the letter and give their approval before sending it to the community. The letter will be signed by Jim Davis. Bill Hankins moved to revise the letter and that it must be signed by the acting chair. Sherri Mullinnix seconded. Motion carried.

**2019 NMSC conference-** Wyoming was not selected to host the 2019 National Main Street Conference. However, the state may be considered for regional or other trainings.

**2016/17 Operational Plan-** The plan was evaluated and updates suggested for the 2018 plan.

**Best Practices Workshop-** will be held March 23 – 24. The national conference is March 26-28, 2018.

**Regional realignment-** The new regions were discussed. The board discussed how to introduce new regionals to the MS program. Regionals will attend advisory board meetings when possible. Regionals will continue to attend the BPW and national conference. Regionals also indicated they would strive to attend at least one local community board meeting each quarter. Consider a conference call with board and regionals?

**Loan program-**Main Street loans underutilized. Any action the board should take? Staff will continue to promote Challenge loans. Any examples of a program that has used a loan? If so, make part of the tool kit.

**Technical assistance-** We need a scoring system of some kind. Project needs to be identified in a work plan. No long applications. What about 3<sup>rd</sup> party review? SHPO has given input in the past but it might inhibit the process. On certain projects maybe get outside opinion- could be part of staff recommendation for certain projects. Add to application- stipulations for certain projects to have additional info or input, etc. Regional review is not long enough- don't usually see applications until they hit their email inbox.

Sherri Mullinix moved to adjourn. Bill Hankins seconded.

**The meeting adjourned @ 10:10 a.m.**