

# Lancaster Downtowners Steering Committee

February 20, 2007

## Minutes

**Facilitator:** Rod Houser

**Present:** Jim Kalish, Fred Pargeon, Carolyn Pargeon, Rod Houser, Guests: Bill Puffer, Jane Phillips.

1. **Agenda**—Given the few number of Steering Committee members who were able to attend, we decided to keep a light agenda, but hopefully show some definite progress by the end of the evening.
2. **Guests**—We welcomed Bill Puffer and Jane Phillips to the meeting and gave a brief review of Downtowner history. Bill indicated interest in being available as a resource, particularly in the area of downtown real estate options and trends. Jane who has recently retired from her position of president of Family Service does have interest in continuing working with the steering group.
3. **Current Visibility**—As we think ahead to our next steps we thought it useful to briefly review our current visibility in the community:
  - a. An email list of sixty to eighty individuals with likely a very wide range of interest and investment in our objectives
  - b. About twenty persons who have made a monetary donation to Downtowners
  - c. Known to mayor, DID, Planning Commission, Living Lancaster and likely other downtown organizations.
  - d. Regularly maintained website
  - e. Unknown network of people who are aware of us by word of mouth
4. **Seed Money**—We have reason to believe that our goals and objectives would make us candidates for seed money from various sources and would like to make some initial contacts to explore what may be available. In preparation for this we want to:
  - a. Prepare a statement summarizing goals and objectives of Downtowners
  - b. Prepare a summary of our base, i.e. website, email list, history of meetings
  - c. A hypothetical case study that demonstrates our goals.
  - d. Names of persons who have been committed to be on Steering Committee.
  - e. Jim Kalish's prospectus

Rod will work on a and b and Jane Phillips will prepare a case study. We'll look for commitments from the larger steering group to make a list of names. We discussed whether or not Jim's document should be refined and decided that for these initial exploratory contacts it would be OK as is.

5. **Initial Contacts**—The following list are ideas for initial contacts:
  - a. Mike Sturla—Pat Coller and Kedrin Drowley, staff persons
  - b. F&M—Elizabeth Dunlap, Assistant Treasurer, lives on Charlotte Street. She manages F&M residential program.
  - c. Randy Riggs, First Presbyterian Church—Fred will make contact. First Pres shows interest and offers support to community initiatives.
  - d. Michael Sprunger, Lancaster Living—Rod will make contact to explore possible relationship with this group and resources they may have to offer.
  - e. Osteopathic Foundation—Fred has a friend in Philadelphia who may have ideas about this Lancaster resource.
  - f. General Hospital—Nancy Rogers has contacts with LGH and has offered to pursue them at the appropriate time.
  - g. Gib Armstrong—Bob Anderson is staff person.
  - h. Lancaster County Community Foundation with Doug Levering—Jane Phillips, Jim Kalish and Rod Houser
  - i. Wagman Construction—Joe Wagman gave a presentation to Downtowners last year and has expressed interest to stay involved with us.
  - j. Landis Homes—Landis Homes is developing services that would be available in homes. They have indicated interest in staying involved with us.
6. **Assignments to be completed next meeting**
  - a. Rod will work on summary statement, "case for Downtowners," drawing mostly from information on the website. If possible, Rod will circulate this before next meeting for possible use with initial contacts.
  - b. Jane will prepare a hypothetical case study to demonstrate services possibly available through Downtowners.
  - c. Fred will contact Gene Aleci for follow up to Mike Sturla options
  - d. Rod will meet with Mike Sprunger of Lancaster Living
  - e. Fred will contact Randy Riggs of First Presbyterian

*Recorded by Rod Houser*