

# Lancaster Downtowners Board Meeting

December 8, 2008

## Minutes

**Present:** Rod Houser, Charles Lane, Mimi Shapiro, Nancy B. Rogers, Jim Kalish, Mary Lou Higgs, Emily Booker, Ken Nissley, Del Seitz, Joni Soost, Beth Lichty.

**Absent:** Lois Good

1. **Treasurer's Report**—Balance \$3130 plus grant money and tax deductible giving held by Lancaster Alliance. Del Seitz will assume role of treasurer as of February board meeting. In the meantime, Beth will make deposits and forward information to Charles. Charles will turn his records over to Del end of January. Del asked for a financial report from the Alliance and a report of all contributions other than enrollment fees that we have received to date. Beth and Rod will follow through. Charles suggested that we begin thinking about an audit committee. A 2009 budget will be prepared by the February board meeting.
2. **November Minutes**—Approved
3. **Committee Reports**
  - **Development**—Emily reported that we did not receive the grant from Community Foundation and reviewed some of the responses we received regarding our application. We have no current applications for grants. Emily reminded board of commitment for each member to make a yearend contribution.
  - **Program**—Jim reported that options for upcoming programs include topics such as intergenerational relationships, coping with current economic situation and hospital services. The book club is active and has planned a Christmas reading of A Child's Christmas in Wales on December 18. Christmas caroling along with James Street Mennonite Church is planned for December 17. Last week the second ethnic restaurant event was held at Pho Thanh Thuy Vietnamese Restaurant. There is still interest in more home gatherings. Committee will meet Monday, December 15, 4 p.m. Jim encourages anyone to attend.
  - **Service Providers**—Beth will meet next week with Ken to review how to present the recommended list of service providers to members.
  - **Membership**—Joni Soost will give leadership to a Membership Committee including Rod Houser, Emily Booker and Mary Kearns.
  - **PR/Communications**—Bob Ibold and Nancy B. Rogers have formed the nucleus of this committee. They are planning 1. A three-fold handout describing Downtowners, 2. Feature story ideas for newspaper publication in January or February and 3. A directory of services available for barter among members. Nancy asks that we email any items to her for publication in local media at least two to 2 ½ weeks prior to the event
  - **Executive Committee**—meets regularly the Wednesday before board meeting to set agenda.
4. **F&M Campus Community Coalition**—Ken Nissley reported that he has become a member of this coalition and sees himself as representing Downtowners as well as his neighborhood in this two way conversation with the college.
5. **Program Director Report**—Beth reviewed her activities since officially beginning her work with Downtowners. She sees networking with other local agencies and institutions as a top priority to establish partnerships and money resources. Connections she has or will be making include:
  - Susan Dicklitch, F&M Ware Institute Director—Possibly setting up options for F&M interns to work with us.
  - Lisa Riggs, James Street Improvement District.
  - Susan Eckert of United Way—Rod and Beth will make a follow up visit with Susan to review funding sources and strategic partnerships.
  - Ivonne Lambie and Alice Yoder of LGH. Beth noted that Ken Brubaker, physician with Geriatrics Associates may also be a resource for assisting us in developing programs attractive to LGH. The hospital is a great opportunity for a substantial yearly donation.
  - Shannon Salava-Reid, Lancaster County Foundation.
  - Hourglass Foundation—We have now become a member. Downtowners have been invited to make a presentation next spring.
  - Albright Life—Emily and Beth will make contact to review services and collaborations possible between our two organizations.
  - Office of Aging.

Fund Raising is another priority. Beth suggested a strategy of developing specific projects, then finding individuals or other organizations who would be willing to fund the project with annual or one time large donations. An example would be

setting up a program where Downtowners would mentor disadvantaged children or teens in the city in return for services such as reading to Downtowners with sight impairments.

Steinman Foundation and F&M are other possibilities for major donations or grants.

Beth is thinking ahead to a major kick-off event in March, perhaps taking place in the new Convention Center. This could involve special interest tables as well as social activity such as a dance.

While Myke Rogers is supportive of and willing to give ideas for our development of a strategic plan, he has indicated that he does not have time to work with us. Beth will contact some other options and find out about time needed and cost.

**6. Miscellaneous Items**

- Mary Lou Higgs reported that she has received some feedback that Downtowners are only interested in “feathering their own bed” and suggested that we be more articulate in what we will do to make Lancaster as a city a better place.
- Jim encouraged us to consider a members meeting early in 2009 to follow up our well received meeting in September.
- Rod reported that he sent out renewal notices for November/December members and has received no renewals. Two board members should have been in that group and reported that they did not receive the mailing. Rod will check this out.

**7. Beacon Hill Workshop, 11/10/08**—Beth attended a workshop sponsored by Beacon Hill Village and circulated four pages of notes from the event. (Notes attached.) Fourteen “villages” have been established—not sure if Downtowners is counted in this group. We are well known to the folks at Beacon Hill. Beth spent the remainder of the meeting reviewing information and impressions from this workshop.

**8. Next Meeting**—January 12, 2009