Board of Trustees Agenda
March 31 2020
ZOOM Virtual Meeting (COVID-19 Pandemic)

START TIME: 5:37pm

ATTENDANCE: MEETING HELD VIA ZOOM DUE TO COVID-19 PANDEMIC

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Steve Kampschmidt (President)</td>
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<td>Matthew DiLauri (VP)</td>
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<td>Mark Hettrick (NOT PRESENT)</td>
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<td>Suzanne Guerin</td>
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<td>Jane Conway (Secretary)</td>
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<td>Marie DeVenezia (Alderwoman)</td>
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<td>Laura Wagner</td>
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<td>Guest: N/A</td>
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SECRETARY’S REPORT:
- Approval of the January 2020 Meeting Minutes
  - Motion: Suzanne Guerin
  - Second: Matthew DiLauri
  - In Favor: All present  
  - Opposed: None
- February and March Meeting Minutes to be voted on at April 14th, 2020 meeting

TREASURER’S REPORT:
- Current funds and annual appeal updates were discussed
- Board agreed to put next community appeal on hold due to COVID-19 pandemic
  - Motion: Steve Kampschmidt
  - Second: Matthew DiLauri
  - In Favor: All present  
  - Opposed: None
- Donor acknowledgement system was discussed and is working successfully

DIRECTOR’S REPORT:
- Communication during Covid-19 with Main Street retailers was discussed including but not limited to website modifications, regular emails, newsletter production and other activities
- BMS is running a list of what stores are open.
- Shop Boonton campaign with signage and new graphics is launching. Thank you to Steve Kampschmidt for coordinating with a graphic designer and covering the cost of services.
- Thank you to James Plaisted for the generous donation of a desk for the BMS director and for the assistance of getting into the office by Matthew DiLauri and Steve Kampschmidt.
- Club 44 communication continues via Zoom meetings and are attended by Steve Kampschmidt and Laura Wagner.
- Farmers Market operations and planning is still underway and was discussed.
- HR, Legal and other administrative matters were discussed
- Volunteer Jayme Januszansisco agreed to maintain the Kiosk in front of the Post Office (Thank you Jayme).
- April’s Virtual First Friday currently has 10 businesses participating. Planning and other details were discussed
- COVID-19 SBA loans and grant programs open April 1, 2020. The BMS Director will investigate viability for the organization and new programs available.

NEW BUSINESS:
- Besides short term means of supporting Main Street businesses, a virtual Main Street project (including funding opportunities) and other forward looking programs in the post COVID-19 world were discussed at length

NEXT MEETING (VIA ZOOM): 4/14/2020
- Meeting adjournment: 7:05
  - Motion: Jane Conway
○ **Second:** Matthew DiLauri  
○ **In Favor:** All present  
○ **Opposed:** None