Minutes from Ed! Alliance new board member orientation meeting on May 19, 2015 at 9am at HDR Engineering, Inc., 123 2nd Ave S, Edmonds, WA 98020, 2nd Floor.

Attendees: Cadence Clyborne, Pam Stuller, Robert Boehlke, Kimberly Koenig, Clayton Moss, Jacob Comstock and John Rankin

Meeting was called to order at 9:10 am.

History of Ed!: Pam Stuller provided a brief overview of the formation of the Edmonds Downtown Business Improvement District, the assessment structure and the boundaries.

Public Outreach: Pam Stuller, Robert Boehlke and Cadence Clyborne provided information related to BID/BIAs in general and the direct and indirect benefits for such organizations in communities. Also recommended that new board members bring another board member with them to any in person meetings.

Public Meeting and Board Requirements: Pam Stuller and Cadence Clyborne reminded all new board members to take the required public meeting course and to avoid “reply to all” in any emails as an email can create an unintended quorum.

Overview of Bylaws and 2015 Workplan: Cadence Clyborne reviewed both the Alliance Bylaws adopted in 2013 and the 2015 Workplan approved by City Council in 2014.

Bylaws discussion specifically highlighted the Board composition, eligibility, meeting attendance, member removal, conflict of interest, officer duties, and standing committees

Overview of Officer requirements: New board members Kimberly Koenig and John Rankin were both elected as officers in the 5/14/15 meeting. Kimberly Koenig will be meeting with Kim Wahl to review Secretary requirements and duties and John Rankin will meet with Cadence Clyborne to review Treasurer requirements and duties.

No public present.

Meeting was adjourned at 9:58 pm.

Next meeting is May 28, 2015 at 8am at the ECA room 225.