

**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**

<input checked="" type="checkbox"/> Steve Kampschmidt (President)	<input checked="" type="checkbox"/> Matthew DiLauri (VP)	<input type="checkbox"/> Mark Hettrick ( <b>NOT PRESENT</b> )
<input checked="" type="checkbox"/> Suzanne Guerin	<input checked="" type="checkbox"/> Jane Conway (Secretary)	<input checked="" type="checkbox"/> Marie DeVenezia (Alderwoman)
<input checked="" type="checkbox"/> Laura Wagner	Guest: N/A	Guest: N/A

**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 LauraWagner.
- Farmers Market operations and planning is still underway and was discussed.
- HR, Legal and other administrative matters were discussed
- Volunteer Jayme Januszonis 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