

Agenda

Downtown Roseville Partnership (DRP)
Property Business Improvement District (PBID)

Wednesday 9/24/14 at 3:00 pm

Blue Line Gallery – 405 Vernon St.

1. Welcome
2. Self-Introductions
3. Next Steps:
 - a. Finalize/confirm Bylaws, Articles of Inc, Statement of Information (Julie)
 - b. Finalize/confirm Board Member Roles/Positions: President, Secretary, Treasurer
 - c. Finalize future calendar of meetings, times and location
 - d. Create an internal board of directors contact information (Janette will put this together and bring to meeting to complete and send to all potential board members)
 - e. Review/determine outstanding invoices (Janette will contact Verna at Civitas to determine any outstanding debt and to whom – this will help with the accounting/budget process for 2015)
 - f. Finalize Brown Act training for incoming board members
 - g. Discuss banking relationship – as soon as the documents are filed, recorded and a tax ID number is issued we should set up the account and move the money from the DRM control
 - h. Discuss D & O Insurance and any other insurance needs – get quotes to determine a provider and include in budget
 - i. Begin thinking of the budget process – future meeting
 - j. Process for notifying property owners of upcoming meetings, etc – future meeting
 - k. Feasibility of a part time CEO – job description, expectations, salary, – future meeting
4. Next Meeting
5. Adjourn and thank you