

CITY OF PORT WASHINGTON
BUSINESS IMPROVEMENT DISTRICT BOARD MEETING

Minutes

Friday, May 6, 2022 – 7:30 a.m.
City Hall, Lower-Level Conference Room & Zoom

President BreAnna Porth called the meeting to order at 7:30 a.m.

In Attendance

Board Members - Brian Barber, Ross Leinweber (Zoom), BreAnna Porth, Patrick Tearney, Laura Burke, Gertjan van den Broek

Not attending

Board Members – Angela Sikowski

Minutes

Minutes for BID Board Meetings on March 4, 2022, submitted. Motion made by Brian Barber to approve minutes from previous meeting. Seconded by Patrick Tearney. All in favor - motion passed.

Treasurer's Report

Gift Certificate account transfer was discussed. Official separation occurred January 1, 2022 with all new gift certificates being sold being reflected on PWMS financials. Legacy gift certificates must be retained on BID financials until they expire and are written down (separate EINs). Official expiration will occur December 31st, 2022 – BID must decide how to address runoff of non-redeemed certificates at future date. Financials presented in written form. Motion made by Laura Burke to approve Treasurer's Report. Brian Barber 2nd. All in favor – motion passed.

Port Washington Main Street Update

PW Main Street Executive Director Kristina Tadeo presented general summary of activities at PW Main Street. Highlights include:

- New website launched, working on adding resources and growing social media audience ongoing
- PWMS Board decided to compensate Sponsorship assistant employee quarterly via merit bonuses
- Networking Event – Mayor series May 13th, 8:00 am
- Farmer's Market vendor sign-up ongoing, capacity being filled more quickly versus prior two years.
- PWMS received state award for Heart of the Harbor construction/design.

Main Street Funding Request

Funding request submitted by Port Washington Main Street for \$16,500 for 2022 second quarter. Motion made by Gertjan van den Broek to approve the Port Washington Main Street funding request. Seconded by Laura Burke. All in favor - motion passed.

Special Funding request materials presented by Executive Director for \$9,000 request for 2022 (only) to pay for administrative assistant help. BID Board discussed request, decided to move forward with request and split disbursements - \$3,000 per quarter. Motion made by Brian Barber to approve special funding of \$3,000 for 2nd quarter 2022. Seconded by Gertjan van den Broek. All in favor – motion passed.

Officer Elections

Slate of current existing officers proposed to continue their responsibilities for the upcoming year. President – Breanna Porth, Vice-President – Laura Burke, Treasurer – Angela Sikowski, Secretary – Ross Leinweber. Accepted by BID Board. Motion made by Gertjan van den Broek to approve officer candidate slate. Seconded by Brian Barber. All in favor – motion passed.

Other Business

BID Board meeting archiving was discussed. Breanna Porth shared what the City of PW is requiring for archiving documents and proceedings of the BID Board work and meetings.

Next Meeting

TBD

Adjournment

Motion made by Gertjan van den Broek to approve adjournment of meeting. Seconded by Brian Barber. All in favor - motion passed.

BID Board Committee Members

Brian Barber	262.268.9900
Laura Burke (Vice President)	262.284.5900
Ross Leinweber (Secretary)	414.333.1707
BreAnna Porth (President)	262.268.7905
Angela Sikowski (Treasurer)	262.376.3291
Patrick Tearney (Aldersperson)	262.268.1171
Gertjan van den Broek	262.573.5752