


Present: John Creighton; Ex-officio Member: City of Longmont, Jim Golden; Chris McGilvray; Kirsten Pellicer; Joe Perrotto; Jim Wardell; Thaxter Williams
Absent: Marcia Martin, Emelie Torres
Staff: Executive Director, Kimberlee McKee; Del Rae Heiser; Colin Argys

1. **REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING**
2. **BOARD AND EX-OFFICIO MEMBER COMMENTS** none
3. **APPROVAL OF AGENDA** Kirsten Pellicer moved to approve the agenda. Joe Perrotto seconded the motion. The motion passed unanimously.
4. **APPROVAL OF MINUTES**
 - a. Motion to approve the November 20, 2019 Board Minutes. Chris McGilvray moved to approve the minutes, Joe Perrotto seconded the motion. The motion passed unanimously.
5. **PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER)** none
6. **NEW BUSINESS**
 - a. **Set Meeting Dates, Times & Locations for 2020.** Kimberlee put the retreat on the same day as the February Board Meeting. May 27 is the Wed. after Memorial Day. We could move it the Wed. before if people are out of town. Board will keep the dates as presented, but will move May if needed, closer to the meeting date. Joe Perrotto motioned to approve 2020 schedule as presented. Jim Wardell seconded the motion. The motion passed unanimously.
 - b. **Set Meeting Notification Location for 2020.** The current meeting notification location is at the LDDA office at 320 Main St. Kirsten Pellicer motioned to continue to use this location. Joe Perrotto seconded the motion. The motion passed unanimously.
7. **EXECUTIVE SESSION: Executive Director Review:** For the discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.
8. **ITEMS FROM STAFF** – Kimberlee is meeting with attorney to draft FIP and Easement documents for SMS. Jim Golden said he'd like to be there. Retail Conversion grant has 4 active prospects right now. We only have enough for 1 grant left. We still have Incentive money available. In Jan. we'll want to move some of that money into the Retail Conversion Grant. Creative District got recertified so we are excited about that. We are selling a lot of Gift Cards. Winter Passport activity has far exceeded last year.
9. **BOARD MEMBER COMMENTS** – Joe Perrotto said keep up the good work. Thaxter said on behalf of the Board that they are all very pleased. Kimberlee will receive her bonus and 3% raise and her contract will be renewed.
10. **ADJOURN**** 11:50 a.m.

Respectfully submitted by:



Kimberlee McKee
Executive Director, LDDA



Thaxter Williams
Chairperson, LDDA