



Ridgway Creative Main Street Group Meeting #3 Minutes Tuesday, June 18, 2021 5:30 pm – 7:30 pm

Attendance: Alison Etheridge, Clifford Pastor, Guthrie Castle, David Nunn (filling in for Hilary), Jill McCord, Joan Chismire, Kevin Grambley, Sue Husch, Tammee Tuttle, Vanessa Backer; Diedra Silbert, Town Community Initiatives Facilitator, Sheryl Trent, COMS Consultant (notes)

Not in attendance: Amanda Gabrielson, Arielle Bielak, Brenda Ratcliff, Greg Everhart, Hilary Lewkowitz, Michi Countryman

Purpose of the meeting

The purpose of this third meeting of the Ridgway Creative Main Street Group was to share information, determine a leadership structure, discuss logistics of meeting dates and times, talk about group operating agreements, and build relationships.

The group began by sharing photos and commenting on their favorite downtown. That was followed by a high-level review of the first and second meetings.

Leadership Roles

Select Chair/Co-Chair

Agreement: There were no volunteers to serve as chair or co-chair at this time. Diedra will serve as the chair through February 2022. On the RCMS agenda for the first meeting in March will be the selection of a Chair, Vice Chair, Note Taker.

Select Note Taker

Agreement: Sue Husch volunteered to take notes. Does not want to be responsible for money tracking. The Town is responsible for this per Diedra. In name could be Secretary/Treasurer or just Secretary. Diedra will check in with potential staff member (Karen) for notetaking and back up.

Agreement: There does not need to be a Treasurer for this group.

Note: Still need a co-chair/vice chair for back-up

Decision-Making Process

The survey responses were shared with the group. Some important information discussed around this topic included the following:

1. Council is not involved in the RCMS decision-making, they are not engaged in a day-to-day way.
2. By laws need to state the number of members that need to vote (by email, for example) to make decisions (quorum).
3. More than 50% must be the majority (maybe 75%).
4. Must be a quorum at the meetings in order to vote.
5. Would want to bring all members into the meeting if possible, by email or phone or Zoom.
6. Agendas should be clear if the agenda item is informational, discuss and debate, or needs a decision so that members can be prepared for the meeting.
7. Need clarity for who makes the decision: who is a member of the group and is present vs. those who are in attendance but not members or members who are not present.
8. There is an official list of members for this group—Town Council appoints the members after recommendation.

Agreement: After discussion, the group agreed to use the consensus model of decision-making first, then move to majority vote, if needed. The group also discussed deciding topic-by-topic what type of decision-making process might be needed but landed on the above agreement.

Group Operating Agreements

The group asked and answered the following question:

What would help you to feel more engaged and committed to this group?

- Having a group that is all in
- A group that picks up parts of a project together so that it is a full package deal, not on 2 people's shoulder
- If I personally had a specific task to do
- Teamwork makes the dream work, doing something all together
- Meeting in person
- Better understanding of what the Chamber could do to help the group
 - What can he (David) specifically do to facilitate that
- Understanding more of the mission
- Having cohesive creativity
- Coming together on ideas
- How we can assist overall
- Specificity in task
- Understand longer term road map and milestones (over the next year)
- Having a clear vision of what the group is planning towards
- By this time next year...."this" should be done
- Have a culture of respect among the group
- Kudos at the beginning of each meeting – 10 minutes (to projects, people). Very affirming
- Road map

- Measurable, specific projects
- Props at beginning of the meeting (remember what we've done)
- Culture of respect
- Having fun together
- Specific task assigned, he can execute them
- No shaming!!! (Be nice to Kevin)
- Agreements/expectations about meeting attendance
- Have a really good feeling in the group – group be interacting with fun, caring for each other
- We enjoy each other's company

Agreement: The group members will let the Chair/Diedra know if they are not going to make it before the meeting.

Meetings

Agreement: RCMS Meetings will be held on Tuesday nights for now. The topic of meeting dates will be on the July agenda for final day-of-the-week determination.

Will be monthly

Will be for 2 hours maximum

Will be by Zoom for now and at some point in person

Open Discussion

First Friday's conversation: Diedra passed on information and comments from Brenda. Need more volunteers and full engagement from the whole group for the First Friday's. Need more coverage.

Need people

- Volunteer to lead/put together the scavenger hunt (there is a template)
- Finding prizes
- Put up more flyers
- Post on Facebook
- Attend First Fridays

Next first Friday will be July 2nd, and September will be the last one. Brenda (with Diedra's review) has created flyers for the event to be posted by volunteers, such as this group.

Volunteers:

Kevin will help Brenda in any way, except for Facebook

Tammee will help ahead of time, will share on FB and willing to do tabletop info, can't help because she will be working the night of

Sue will share/post anything prepared for the website and Facebook

Clifford can help prior to July 2nd - he can grab some flyers and will drop them off on the state park's bulletin boards. He can also help in August and September

Allison can help with both August and September but not July

Guthrie can help with both August and September but not July

Vanessa will open her business on First Fridays so she won't be as available to volunteer for the events.

Question: Should we be doing First Friday on July 4th weekend? Maybe we trade off for October?

Answer: First Friday dates have already been advertised, so it will be held in July. May need to change next year if a conflict.

Options for July: Tammee and Sue advocated for not holding the scavenger hunt on July 2, as it's just one more thing they as businesses don't want to have to answer questions about on a busy night. The group agreed to make July 2nd a promotional focus for the downtown, without the scavenger hunt.

Question: Could the template Brenda used to create First Friday be shared? Need a cheat sheet.

Next meeting: Tuesday, July 6th, 5:30 – 7:30p by Zoom.

Note: Sue has another meeting that night. Tammee won't be able to make it, and Tuesdays in general aren't good for her. She requests picking a different evening to meet.

The meeting adjourned at 7:30p.