



**York Business Improvement District Authority
Board of Directors Meeting Minutes
Wednesday, April 10, 2024**

The meeting was held on Wednesday, April 10, 2024 for the York Business Improvement District Authority (“YBIDA”), commencing at 7:30am. The meeting was conducted in person and via Zoom at Stock and Leader, 221 W Philadelphia St, Suite 600, York, PA 17401. Notice of the meeting was provided to the public in advance by notice required by law.

The following Board members were in attendance in person. An in-person quorum was not represented.

Chris Harris	Cindy Steele (Zoom)
Eric Menzer	Delia Pabon
Lauren Days	Anuery Perez (Zoom)
Joanne Wilmore (Zoom)	Julian Tolbert
John Klinedinst	

The following Downtown Inc and York County Economic Alliance staff members were present in person: Katie Mahoney, Chief Marketing & Business Development Officer, and Hannah Beard, Marketing and Merchant Engagement Manager.

CALL TO ORDER / WELCOME

Chair Aneury Perez called the meeting to order at 7:35am.

COMMENTS FROM THE PUBLIC

No members of the public were in attendance.

FINANCIAL REPORT

Chair Aneury Perez provided an update on the financials for January and February. The balance sheet show \$12,149.04. The income statement from the BID Assessments shows a balance of \$2,449.00 but that reflects a lag in assessments coming in from last year.

FUND DEVELOPMENT UPDATE

Mr. John Klinedinst provided an updated on the Historic Edge, Downtown Inc’s giving circle initiative. Over 100 letters went out to donors in addition to an e-newsletter with a 46% open rate. There will be individual follow-ups divided among staff and board members with personal relationships after Give Local York.

Ms. Katie Mahoney presented about Downtown Inc’s plans for Give Local York 2024. Downtown Inc has an internal goal of \$25,000 with an overall focus on supporting efforts during the day by being a

cheerleader for all of Downtown York and linking our giving page to all marketing efforts. The team will hand out white roses and have a booth on Beaver Street for First Friday, in addition to digital newsletters and social media pushes.

APPROVAL OF DECEMBER 2023 MEETING AND FEBRUARY 2024 MINUTES

Chair Aneury Perez presented the December 2023 and February 2024 minutes for approval. Mr. Eric Menzer made the motion to approve and Mr. Julian Tolbert seconded. There being no opposition, the minutes were approved.

NEW BUSINESS

- Introduction of Sarah O'Brien, Director, Downtown Inc
 - Ms. Sarah O'Brien gave a presentation to the board about her background, professional experience, why she chose Downtown York, and what she has enjoyed about York so far.
- Board Meeting Attendance in 2025
 - Chair Aneury Perez announced that in 2025 the BID board will not be providing a Zoom link as part of regular attendance, unless an exception must be made. This decision comes from a need to stay compliant with the Sunshine Act and to increase board engagement. Board members must attend 4 out of 6 members in 2025.
- Change in Executive Committee
 - Chair Aneury Perez provided an update that Ms. Lauren Days will be stepping into the role of Secretary, a position previously held by Ms. Allison Witherow. Mr. John Klinedinst moved the motion forward and it was seconded by Mr. Julian Tolbert. There being no opposition, the motion carried. Ms. Katie Mahoney updated the group that in 2025 Ms. Lauren Days will step into the role as Chair of the Board.
- New Board Member
 - The group was sent the resume of Ms. Sarah Malinsky, Royal Square Development & Construction. Mr. Eric Menzer moved the motion forward and Mr. Chris Harris seconded. There being no opposition, the board approved Ms. Malinsky joining the board. At the next City of York Council meeting, the Mayor will approve the addition.

OLD BUSINESS

Ms. Katie Mahoney updated the group that the Downtown Inc team has moved out of the office in the Rupp building and is in the process of moving into the Downtown Resource Center at 44 W. Philadelphia St. There is a ribbon cutting scheduled for April 23 at 4pm for this space. Downtown Update is coming up on May 15 with a development panel highlighting Dentsply, Northwest Triangle, and Ballpark Commons. Vehicular wayfinding signs have arrived and the City of York will be installing them in the near future. The installation of the new signage includes the removal of the old signs. Then the plantings and trees in Continental Square are complete, the new wayfinding kiosks will be installed. The Pennsylvania Downtown Center Conference is June 23-26 and registration is open for the community. Go Green is nearing on April 27 with 70 vendors on North and South Beaver Street.

ADJOURNMENT

There being no further business, Chair Aneury Perez adjourned the meeting at 8:35am.