

March 27th, 2024 JP CSMS Board Meeting Minutes

Board Members (8): Brad Brown, Brie Pullum, Janet Galloway, Karen O'Brien, Michael Epp, Michael Reiskind, Paul Stamatatos, and Pete McCoubrey

Not in attendance (5): *Kate Raisz, Nicole Gunn, Philip Celeste, Sarah Marsan and Sherisse Mayala-Nelson*

In attendance (6): *Caroline Peters (JP Liaison), Delhia Emanuel, Camar Kinch, Candice A Crawford-Zakian, Levi Carvalho and Ginger Brown*

Agenda:

Introductions, Minutes, Treasurer's report, Board-Design/Economic Vitality/Uplift/Promotions/Executive Directors/old & new business

Intro:-

Approval of Minutes March 27th, 2024 minutes

Motion by Brad Brown and seconded by Paul Stamatatos 5-2-0

Treasurer's Report –Brad Brown.

Financial Position March 31st, 2024

Banks \$69,172.99	Receivable \$23,500.00	Current Assets \$92,672.99
Equipment \$16,949.74	Total Assets \$100,012.03	
Accounts payable \$1,183.00	other \$11,556.36	Total Liabilities \$12,739.36
Earnings \$100,744.92	Net Revenue \$-13,472.25	Equity 87,272.67
	TOTAL LIABILITIES AND EQUITY \$100,012.03	

Statement of Activity for July 2023 –March 2024

City Grants \$94,331.91	Donations \$4,813.31	Event Income \$3,956.00
Grants \$18,750.00	Sales \$2,634.00	In-Kind contribution \$-2,380.00
Sponsorship \$17,683.00	Total Revenue \$139,793.22	
Total Advertising \$1,865.90	TOTAL Event Expenses \$31,535.04	
Insurance \$1,106.00	Payroll \$70,817.81	Utilities \$2,211.75
	Expenditures \$158,607.86	

NET OPERATING REVENUE \$-18,814.64

Great increase in sponsorship donations due to the change of sponsorship options. Most donations are now an annual rather than per event sponsorship.

Insurance has increased approximately \$50.00. Bank charges are high over \$400.00, Ginger indicated they are charges for credit card payments, Michael R suggested it can be done as a negative donation.

We operate on a fiscal year so in May and June we should be addressing this year's budget. Our biggest grantor /contributor is the City. They are about 4 months behind currently.

Rockland Trust balance as of March 31st, 2024 \$63,461.00 in the operating account.

Board Report-Michael Reiskind

Board Retreat on Sunday April 28th, 2024 from 1-5pm at the Village Works.

Agenda-Intro, org chart, board works, assessment tool, budget, =break= year in review, 1-2-5 plan, exercise.

National main street program required self-assessment, so we need to align ourselves to the requirements.

JP CSMS Board:

Executive Director's Report - Ginger Brown:

A) Spring Fundraiser-Karen O'Brien

Covering six restaurants and wrapping up at JPizle. Bring hats and meet at JP Rentals. Board members are asked to attend even if it's to the mingling at Jpizle Kitchen the final location. Taste and Tour has been a hit and the restaurants appreciate the recognition. Historic guided tour with a taste at specific restaurants.

**Nicole Gunn provided us an email resignation. She has indicated that she's just too busy now and she hasn't been able to attend meetings. We are now at 12 board members.

B) Design Team-Michael Epp

The South Street Housing beautification project is progressing. A lot of input from the youth at the Youth Center. A positive meeting from the management group reestablishing the tenant task force, approving the site lighting, remove fences, relocate shipping containers, advocate for sidewalk improvements for 39 bus route in the first phase. Second phase is the community space along South Street Plaza. Third phase is improving the playground and benches.

Ginger will be presenting a workshop about it at the Main Street Conference in Alabama in May.

The Grants from the city have allowed us to focus on several areas within the district over 3 year period. South Street has been the most extensive project that was undertaken.

Karen O'Brien discussed how BHA picked up the project and ensuring that we maintain the correct role in this endeavor,

Michael Reiskind asked for suggestions for future beautification projects. Karen asked about the northern part of the district. The area of Pond and Boylston Streets. The gas station still an eye sore. Paul Stamatos stated that plans were filed and still pending.

c) Economic Vitality Working Group-Ginger Brown

The question of take-out licenses in the district. Michael Reiskind stated he looked at it from older view but with a conversation with Ginger Brown he was made aware of things changing - take-out is far more prevalent than it used to be.

Restaurants in Jamaica Plain applying for their certificate of occupancy should have a proviso that states "Take-out granted to this petitioner only." This proviso requires a community process. We want to ensure that these businesses go through the community approval process.

The city would like to remove this proviso from the approval process so we have to decide if we want to enforce for takeout and drive thru.

Human Resources workshop on Monday May 20th. 12:30-2:30PM. State funds will be used to pay the general counselor \$3500.

June 5th, 2024 Mike Gusefski - How to build a business plan. Replace LuMeNet that month.

Kaitlin Ingram will also do a workshop for social media.

D) Uplift working group-

Nicole Gunn who was the lead has now resigned. State funds that were earmarked for JP Centre South & JP Uplift will be used for this event. Scope HQ festival is called the SOL-inspired mini fest.-which includes games, music, art, vendors, food trucks. A festival at the municipal lot by the Curley School on Sunday June 30th, 2024 from 1-6PM. Ginger is helping with the permit process. Brie has volunteered to assist in this project.

E) Promotion and events Group

The South Street Nite Market will have live music, vendors and business to engage from June 27th, 2024 until September 5th, 2024 from 6-9PM every other Thursday. No alcohol license will be applied for by JPCSMS.

Centre/South Main Street 20 years ago started First Thursday program, which turned into Thursdays on the Lawn at Loring Greenough House.

F) Open Streets

Pete McCoubrey stated that the group is meeting weekly to fill in the gaps for JP's day. On Sunday July 21th, 2024 from 10:30 to 5pm.

Discussions with the businesses along the route to encourage them to open and participate that Sunday and getting food trucks.

Centre Street is closed from Lamartine Street in the Jackson Square area to the Monument at Centre/south.

Karen inquired regarding coordinating the artist for the day. The response time is 3-4 days with a deadline at the end of June. The One of the main issues is restaurants ability to serve beverages outside.

G) Executive Directors Report

LuMeNet

On April 23rd, 2024 12:30 -1:30 Ginger thanked Brie and Camar for attending. There were 12 attendees. Professionals and entrepreneurs with great conversation about transitioning from being in the business to taking care of the business. No June LuMeNet session.

Brad and Ginger Brown will be attending the Main Street Conference in Birmingham, Alabama from May 5th -8th, 2024. Ginger will do a workshop on the South Street BHA project at the conference.

Ginger currently has an intern working in the office for the month of May. Her name is Anh Le, a student at New Mission High School. They require that all students complete a one month internship. She is interested in accounting. Ginger will have her work on the workshops, the advertisements and the planning. Michael inquired regarding task in Ginger's absence. All committee meeting can take place in Ginger's absence; she is a guide not the driver.

H) Legacy Program

The presentation will be May 20th, 2024 but the awardees haven't been announced as of yet.

I) News on the Street-

- a. bb.q is coming along nicely.
- b. The Hub opened on April 1st, 2024 they provided lunch at the LuMeNet.
- c. The Zuroff building had a work stoppage order. Caroline Peters spoke with Lisa from ISD who sent the work order permit from 2016 and stop from 2023 everything abandoned. Permit from 2016 was retail space bottom, office space on first, office & three apartment on second and 6 apartments on third floor. Work stoppage 2023 for still retail, 6 apartments on second and third floors. Caroline will wait for updates.
- d. Wake Up the Earth on Centre Street.

New business /Old News

J) Next meeting will be in person on May 22nd, 2024 every quarter.

Board retreat will be on Sunday April 28th, 2024.

To be added as a topic: BHA's addition to the south street project.

Candice A Crawford-Zakian who had joined the meeting last fall. She adopted a baby that is now 4 months old and she's still interested in being a part of the organization.

Camar Kinch is grateful for the opportunity to join and might be interested in joining.

Meeting adjourned.

Upcoming events

- April 27th Love Your Block
- 28th Board Retreat @ Village Works
- May 4th Wake up the earth
- 5th- 8th Main Street Conference
- 12th Mother's Day & Lilac Sunday
- May 16th Spring Fundraiser-Taste and Tour
- 18th Parklet Planting
- 20th HR Workshop & Legacy Grant Award Ceremony
- 22nd NEXT BOARD MEETING IN PERSON
- 27th Memorial Day
- June 5th, Build a business plan 101 workshop
- Thursday's on the Lawn
- 16th Father's Day
- 19th Juneteenth
- 30th- End of fiscal year and Budget
- July 1st Fiscal 2024 begins
- July 1st – Budget due
- July 4th Independence Day
- JP Open Streets
- August South St Nite Market
- JP Porchfest
- Sept 2nd Labor Day
- JP Music festival
- 27 & 28th JP Open Studios
- Oct 26 Canine Costume Parade
- Spontaneous Celebration Lantern Parade
- Oct 31 Trick or Treat
- November 1st, Annual Report
- November Election Day

November 10th, Veterans day

Nov 23rd Thanksgiving

Dec Holiday Light Show Begin

Holiday Stroll

Dec Mayor's Trolley tour

South Street Nite Market

Jan 6th 2024 Holiday Light Show ends

Annual Meeting

Feb Galentine 6th,

March Women's History Month

16th Blue Frog bakery anniversary

17th St Patrick's Day

26th Building & Business owners breakfast @ Footlight Club

March 31st

April 15th One Boston Day

Patriots-Marathon Day

16th Tax Day

20th Easter

23rd LuMeNet