



DOWNTOWN DENVILLE PUBLIC MEETING AGENDA

Date: Jan 15, 2026

Time: 7:00 pm

Location: Metro Elite Group, 1 Broadway Suite 203, Denville NJ

Thanks to Alex from Metro Elite for providing our space.

Open Public Meetings Act

In accordance with the provisions of the Open Public Meetings Act/Sunshine Law, Public Law 1975, Chapter 231, approved October 21, 1975, adequate notice for this meeting has been provided as follows:

Notice of this meeting was sent to the Citizen of Morris County newspaper, all property owners within the BID were mailed via email a notice of this meeting, and the notice was posted on the Township Clerk's bulletin board outside the Clerk's Office in town Hall.

1- ROLL CALL & INTRODUCTIONS

2025 Chair - Fitzpatrick

Members -, Olenowski, Cammarata, Lindsay, Doremus, Healy, Castro

Dignitaries - TBD

2- ROLE OF OFFICERS:

Chair - orchestrated and manages the Board

- Sets meeting agendas (solicits board input, executive director input, etc...)
- Runs Board Meetings & governance of meeting, compliance, regulations, transparency, etc..
- Directs Executive Director with board advisement and alignment
Presents on behalf of the Board when necessary
- Helps mediate with other officers direction to Executive Director from sub-committees.
- Orchestrates voting of board on matters involving budget, planning and any revisions of

Vice Chair -

- Substitutes for chair's responsibilities when needed



- Helps direct Executive Director with day to day tasks and guidance based on Chair-lead board input.

Treasurer - maintains fiscal oversight

- Works closely with Executive Director to orchestrate details of budget
- Monitors fiscal responsibilities for payroll, audit, tax preparation and more
- Provide level of financial approval based on approved budgets

Secretary - maintains public record of the board

- Helps orchestrate minutes for all meetings and works closely with staff to insure access and transparency

3- ACTION: VOTE ON SELECTION OF BOARD POSITIONS:

Chair - Fitzpatrick

Vice Chair - Cammaratta

Treasurer - Doremus

Secretary - TBD

4- PUBLIC PORTION

5 - TOWNSHIP REPORT

6- EXECUTIVE DIRECTOR REPORT

7 - ORIENTATION OF NEW BOARD:

Downtown Denville Business Improvement District Mission:

The Downtown Denville Business Improvement District (BID) is a collaborative, nonprofit organization dedicated to strengthening, promoting, and enhancing the vitality of Downtown Denville. Representing local businesses and property owners, the BID works to ensure that downtown remains a vibrant, welcoming, and economically healthy destination for residents, visitors, and entrepreneurs alike.

At its core, the BID's mission is to support local businesses while elevating the overall downtown experience. By investing in strategic marketing, public relations, events, and beautification initiatives, the BID helps create an engaging environment that encourages people to shop local, dine, and spend time in the district. These efforts drive foot traffic, strengthen economic activity, and preserve the unique character and community spirit that define Downtown Denville.



The MAIN STREET TENETS AND ORGANIZATION.

We are part of Main Street USA, a national organization with state affiliation that helps govern district success. They are also a significant grant funding source provided we follow their recommended guidelines and structures. They suggest the organization runs through 4 important areas with associated subcommittees

Ideally these initiatives would involve many additional volunteers outside of the Board.

DESIGN - Focuses on the experience of the downtown. The beautification, the visual appeal, decor, experiences, physical improvements, long term structural planning etc...

PROMOTIONS - marketing, advertising, PR, social, email, web, events, etc.. (NOTE WE ALSO CREATE A SEPARATE SUB-SUB COMMITTEE FOR EVENTS AND EACH EVENT)

ORGANIZATIONAL - Volunteers, fundraising, grants, budgeting, networking, other organizations (Main Street, Chamber, Downtown NJ) THIS IS A BIG PRIORITY FOR US THIS YEAR

FINANCE - Fiscal Responsibility.

OPRA REQUIREMENTS:

- Open Public Meetings
- Trackable Conversations (Slack, Email, Text, etc..)

8- 2026 PLANNING & NEEDS

DESIGN COMMITTEE- (Bernadette as liaise, Members interested - Jeff, Vicki Harrison, Need more store owners)

- Continued facade grant and potential expansion
- Specific beautification and photo moments
- Potential Experiences -mini-events (Movies/Music/Art/Eating Space/FirePits/Tavern Talks on Center Street) - Organizations looking to partner - Library, Arts Club

PROMOTIONS (Gene as liaise, Members - Mary, Christina, Chrissy Doremus - EVENTS

- Key Sales Aid (See separate document, Christina)
- Continued Social but more visibility, reporting, metrics
- Expand to Website, Email, etc
- Fundraising Ornament, etc..
- EVENTS - SEPARATE COMMITTEE - Meg Chair, - Carolyn, Koppelman, Schreck, etc...
- **KEY EVENTS** - DDAD 6/19, FALL FEST (Need Date) , - Need Chair for each event, need volunteer meetings started,,
 - DDAD June 19
 - Fall Fest - Need Date



- 250th Tie-ins
- PW Presence/Activity
- Re-imagined Holiday (St. Francis Property?, Partner with other organizations)

ORGANIZATIONAL COMMITTEE - (Pete/Craig - Interested Members - Chrissy, Eric (Barn) Megan McDermott, Alex, Christina?

- 6 Public Meetings?
- Regular Business Breakfasts, Networks
 - Township Meeting Next Week
 - Library Data Showcase/Placer AI
 - Networking Happy Hours

9- VOTE ON SUB-COMMITTEE LIAISON

10- 2026 BUDGET

https://docs.google.com/spreadsheets/d/1rN-A2MbSrWcZevTqoNCqKJ1szzLvteQbQ1qnbMatVWY/edit?usp=share_link

11- APPROVAL OF PAST MINUTES

12- CLOSED SESSION (closed session are specifically for topics that include employee/personal, legal matter or planning that requires confidentiality) No specific voting action will take place.

- Aligned direction and feedback for the district
- Long term planning for BID (finance, assessment, legal, etc..)

13- MOTION TO ADJOURN