

**Meeting of the DID Board of Directors**  
**Monday July 31, 2007**  
**Meeting Notes**

**Attendees:**

Patty Bain, Scott Bradley, Kim Folta, Joe Moise, Dave Johnson, Jeff Jorgensen, Kami Kuhlman (phone), Mark Mercer, Kevin Merritt, Chris Moles, Rob Ortmann, Ron Samuelson, Shelly Stokes, Jack Swanson, Scott Swanson, Susan Vann, Jim Vokal (Councilman), Paul Rutherford, John Yochum, Tom Chen (Union Pacific), Jeff Smith, Mark Swanson (BID)

**Summary of Discussion:**

- Introductions
  - Announcement of the Committee Chair Meeting that was held
  - Before we have access to cash, the contract between the BID, DID and the city of Omaha must be signed and agreed to
- Each Committee gave a progress report to date (which are included at the end of the notes):

**-Organization Committee (formerly Bylaws)**

Four areas of responsibility:

1. Bylaws-Interim bylaws are available if necessary

-The list went out via email to the BID members but Tom Chen would prefer that we move onto making these bylaws permanent

-The board went through the summary of the bylaws and it was decided that board members could contact Tom with any objections at a later time

-It was brought to the attention of the board that it could take up to nine months to get non-profit status

-Most of the time for this committee was spent on the first responsibility

2. Election of Officers/Other Administrative Items-

-Need EIN-available online

-Need to submit application for tax exemption to IRS

3. Meeting Places and Times-

-Tentative Time-Last Tuesday of each Month at 5:30pm

-Tentative Location for the next few months-Omaha Chamber of Commerce

-Posting on website-Bob is working with other committees

4. Contracts with City and BID-

-Draft received

-Request retention of legal counsel prior to further work on contracts

Consent Issues: 1) Permit organization committee to secure ODIDA EIN (motion carried). 2) Assign responsibility for the IRS form 1024 to the Organization Committee (motion carried). 3) Approve the utilization of Kutak Rock to assist with the IRS form 1024 (motion carried).

**-Administration Committee**

1. Office Space-Looking into getting an office donated

-1/3 of the budget is supposed to go towards Admin

-Furniture is covered

2. Program Manager-Rough job description has been drafted

-IDA (International Downtown Association) is a wealth of knowledge

Consent Issues: 1) Permit Admin to set up a P.O. Box at 12<sup>th</sup> and Pacific (motion carried). 2) Authorize to complete application for the IDA at a cost of \$425.00 (motion carried). 3) Explore director's liability insurance (motion carried).

**-Communications Committee**

Consent Issues: 1) Authorize the communications committee to be in charge of making changes to and advances with the website (motion carried).

**-Programs Committee**

-Please see attached file

Consent Issues: 1) Motion to allow programs committee to form and dissolve sub-committees (motion carried).

**\*\* Please email me if you would like to receive any of the handouts (including the bylaws) that were given out by each committee during the meeting:  
susanvann@creighton.edu.**

**Next meeting is Tuesday August 28, 2007**  
**at the Omaha Chamber of Commerce**