



**Downtown Napa Association  
Minutes  
Tuesday October 3, 2017  
Napa Chamber of Commerce**

**Present:** Steve Pierce, Tom Finch, Sara Brooks, Ruth Appleby; Allison Hallum; Anette Madsen; *Craig Smith, Staff*

**Absent:** JB Leamer, Celeste Carducci; Gordon Huether; Bill LaLiberte; Shari Thomas;

1. **CALL TO ORDER AND INTRODUCTION** Pierce called the meeting to order at 2:43 p.m.

2. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** *None*

3. **ACTION ITEMS:**

a. **Approve September Minutes** Brooks moved approval, Hallum seconded. Approved unanimously.

b. **Ambassador Program** Smith distributed a sheet for October signups

c. **Formation of a new BID District**

The DNA has been approached by wineries/tasting rooms on Vallejo Street about joining the DNA. After discussion, the board directed Smith to see if businesses could pay into the district to receive benefits, without having to form a new district.

d. **2018-2019 Board Elections** The terms of six members expire at the end of the year, including Tom Finch, Ruth Appleby, Celeste Carducci, Allison Hallum, Gordon Huether, and Sheri Thomas. Hallum moved appoint of the Executive Committee to serve as a nominating committee. Madsen seconded, approved unanimously.

4. **INFORMATION/DISCUSSION ITEMS**

a. **The November meeting agenda will include a review of the P&L through October**

b. **Re-cap of October 1<sup>st</sup> Napa Live** Smith will prepare a budget for 2018 for this event

c. **General Membership meeting** – November 14<sup>th</sup> at the Archer

d. **Christmas Parade Grand Marshal** – Greg Cole and Beth Fairbairn, founders of Celadon and Cole's Chop House, have been selected.

e. **Wheelchair access at events** Smith asked about different possible layouts for vendors in the Oxbow Commons.

5. **ADJOURN** All meetings are on the second Tuesday of the month. The next regular meeting will be combined with the General Membership meeting, Tuesday, November, 4:00 PM to 5:00 PM. Cocktail party hosted by the Archer to follow from 5:00 to 6:00 PM. Pierce adjourned the meeting at 3:40 p.m.

*Recorded by Craig Smith*

**BROWN ACT:**

*Government Code 54950 et seq.* (the Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Napa Downtown Association posts Agendas at 1290 Napa Town Center. Action may not be taken on items not posted on the agenda.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Craig Smith at (707)257-0322 at least 48 hours prior to the meeting.

**NOTICE TO PUBLIC:**

**You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum per person) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select one or two speakers to represent the opinion of the group.**

**The order of Agenda items is listed for reference and may be taken in any order deemed appropriate.**