DCBA Board of Directors

Date: Wednesday, July 16, 2025

Time: 8:30-9:45

Place: Plumas Bank (900 Mangrove Ave)

AGENDA

Call to Order & Welcome, Secretary Mary Hartley

- Self Introductions – Board & Advisors

Attendance: Mary Hartley, Linda Zorn, Ian Macmillan, Shari Anderson, Anika Rodriguez, Steve Stull, David Selkirk, Pat Macias, Megan Kurtz, Nicole Hill

Closed Session Agenda

The following items will be addressed in closed session pursuant to DCBA's governance policies regarding sensitive personnel and board governance matters:

1.0 Closed Session Action Items

1.1 Vote to accept resignations:

- **Greg Scott, President**
- **Nick Andrew, 1st Vice President**
- **Michael Lee, Director**

ACTION: Motion/Second, call for vote.

Motion: Linda Zorn/ **Second:** Anika Rodriguez

9 in favor; Steve Stull opposed

1.2 Discuss board vacancies:

- **Discuss and decide whether to fill vacant board seats at this time, consistent with bylaws**

ACTION: Motion/Second, call for vote if needed.

1860 DOWNTOWN CHICO ™

DCBA Board of Directors

Greg Scott, President
Nick Andrew, 1st VP
Shari Anderson, 2nd VP
Mary Hartley, Secretary
Nicole Johnston, Treasurer
Thomas Hightower
Nicole Hill
Michael Lee
Pat Macias
Ian Macmillan
Anika Burke Rodriguez
David Selkirk
Steve Stull
Linda Zorn

ADVISORS

Chamber
Holli Drobny, CARD
Nichole Farley, EBC
Megan Kurtz, Chico State
Brenda Narayan, PG&E
Luis Moreno, 3CORE
Avery Williams, Ambassadors

City of Chico

Dale Bennett, Chico City Council
Sgt. Bailey, Chico Police
Bonnie Pipkin, Arts Commission

DCBA Mission

Promote Downtown businesses as a unique shopping district while enhancing the experience, image, arts, culture, place and preserving the historic value of Chico's Downtown District.

Downtown Welcome Center
338 Broadway
Chico, CA 95927
530.345.6500

Need: Bookkeeper/Accountant to appoint as Treasurer

Going forward:

- providing financial reports should be the job of the GM and the bookkeeper we're currently working with
  - If bookkeeper can't provide this; GM should consider another bookkeeper
- Finance committee needs 2 more members in addition to Ian

Filling board vacancies:

- Need representation from restaurant/bar
- Re-appointing to the Executive Committee:
  - Shari stepped down from the Executive committee and nominated Anika to be appointed
- Shari would like to nominate Megan Kurtz to replace her on the board after her term is expired
- Steve Sull proposed to add Megan Kurtz to the board
  - **Motion:** Nicole Hill; **Second:** Anika Rodriguez

Executive Committee:

- Appointments of interim positions through 12/31/25
- Steve Sull: nominates Mary Hartley as Interim President; Megan Kurtz as Interim Vice President
  - Nominations accepted
  - Anika seconded
  - All in favor: unanimous
- Mary Hartley: nominates Anika Rodriguez as Interim Second VP; nominates Ian Macmillan as Interim Treasurer
  - Nomination for Anika not accepted
- Anika nominates Linda Zorn as Interim Second VP
  - Megan seconded
  - All in favor: unanimous
- Megan nominates Ian Macmillan as Interim Treasurer
  - Anika seconded
  - All in favor: unanimous
- Megan Kurtz: recommendation–to have Anika as our "Member at Large" that can act as the representative in communications with the city, downtown businesses
- Hold off on appointing interim secretary

1.3 Executive Committee discussion of General Manager 60-day review (KPI review):

- **Discuss timing and whether to postpone to allow HR Committee consultation before formal review.**
  - Mary to verify what Allison's KPI start dates
    - 60 day review should be end of July?
  - Executive committee to review her KPIs and update job description and bylaws ahead of 60 day review
  - Allison to do Daniel's 60-day review

Adjourn Closed Session

- **Motion:** Steve Stull; **Second:** Megan Kurtz

Open Session Agenda

2.0 Schedule a working board meeting:

- **Focus: Board health, organizational structure, and governance roles ACTION: Motion/Second, call for vote.**
  - **Executive committee to plan and send out dates**

2.2 Proposal to approach the City of Chico:

- **Proposal from Anika to request that the City pay DCBA a quarterly payment of the full assessment amount (rather than the collected assessment amount).**
  ACTION: Discuss and determine whether to authorize this request to the City.
  - **Motion** by Ian**: second** by Mary
    - to approve Anika to talk to the city

3.0 New Business:

- **New business from the floor.**
- **Steve:** recommendation to put an attorney on retainer
  - Linda to contact her contact (an HR attorney)
  - Jennifer to join as a board member? Offer extended, we've yet to hear back.

This memo is included for the record. No discussion or action will be taken at this meeting.

4.0 Next Board Meeting:

- **Next Regular Board Meeting: Thursday, August 7, 2025**

- **Council Meeting re Assessment: August 19, 2025**

5.0 Adjournment:

ACTION: Motion/Second, call for vote.

Motion: Ian; **Second:** David

Attachments:

Amended DCBA Bylaws (2025)

DCBA Procedure for Calling and Noticing Meetings (2022 Agenda Posting Policy) General Manager Job Description / KPI & Onboarding Framework

Note-taking support provided by Nicole Hill

Notes submitted by Mary Hartley