



Willard Community Improvement Corporation



Meeting Minutes
June 15, 2023
3:15 PM
Willard Council Chambers

Attending: Courtney Carnahan, Joseph Daniel, Bryson Hamons, Lori Huff, Jack Kousma, Diana Speller, and CIC Administrator Carol Knapp.
Absent: Ricky Branham, Jacob McKenzie, and James Pomerich.

President Joe Daniel called the meeting to order at 3:17 PM.

March 16, 2023 Meeting Minutes Approval

- Board members were provided minutes prior to the meeting.
- Motion to approve by Courtney, seconded by Lori and passed.

Financial Report

- Board members were provided with a Statement of Financial Position and Statement of Activity Detail as of June 13, 2023.
- Motion to accept financial report by Bryson, seconded by Jack, and passed.

Board Re-Election

Diana Speller, Jacob McKenzie, and Ricky Branham's terms on the board expire July 2023. All three indicated a desire to continue on the CIC board. Following a general discussion about board attendance, Bryson made the motion to re-elect Diana, Jacob, and Ricky to the CIC for a three-year term ending July 2026. Courtney seconded the motion, and it passed. Carol was asked to reach out to board members that are unable to attend a meeting so that they realize they were missed. Carol will also provide all board members with her meeting attendance record.

OLD BUSINESS

Vision Discussion – continued

Gateway Signage

- Committee has been formed with 14 members.
- Meeting scheduled for June 20 at 4:00 PM in Council Chambers.

Myrtle Avenue Demolition Properties (5, 7, 9, and 11)

- Bryson advised that there was a need for a second environmental assessment. The Land Bank now has a good demolition contractor, Mike Collins, who is doing a good job.
- Best case scenario, demolition could begin in July. All utilities have been disconnected and removed including wires at Chris Adam's adjacent property.
- They will be removing the alley also. Foundations will be dug out and filled with clean fill. They did find a pickle jar. (Joke around town).

Veterans Memorial

- The committee has been formed with 19 members.
- Meetings were held on April 19 and May 31. The Bloomville Veterans Park Committee (2) attended the May meeting and shared information about their journey.
- Location for the Memorial has been narrowed down. The location decision is expected to be made at the next meeting. Once a location is determined, memorial potential designs can be pursued.

ANEW (Active Neighbors, Enhancing Willard) – The Committee now has 22 members.

- **SPRINGFEST**
 - Event was May 20 from 10 AM – 3 PM
 - 16 Pickleball teams
 - 21 registered craft vendors
 - 4 food vendors
 - Activities included touch a truck, bike rodeo, Dr Dave & the Whiz Bang Science Show, choir performance, and kids' crafts.
 - New this year was axe throwing.
 - No corn hole tournament this year due to lack of participation.
 - \$875 profit goes towards the dog park project.
- **FESTIVAL IN THE PARK FUND RAISER**
 - ANEW will do cow patty bingo as a fund raiser for the dog park project.
 - 500 spots will be sold with a \$1,500 grand prize and four \$250 prizes.
- **GOODS IN THE WOODS**
 - Event will be October 21 & 22 at Willard City Park Nature Trails
 - Offering an early bird discount for craft and food vendors that register and pay by July 1.
 - Proceeds to benefit the dog park project.

- WILLARD DOG PARK PROJECT
 - Project cost is just under \$50,000. A little over \$29,000 in funding has been committed. There is an approximately \$17,000 gap in funds.
 - Potential funding sources have been identified, including fundraising, proceeds from events, and donations.
 - Sponsorship opportunities have been defined. The Committee will push that out soon.

NEW BUSINESS

Board of Directors – Number of Directors

- The CIC Board consists of seven (7) or more members as fixed by the members from time to time.
- The Board does not believe that a change to the number of directors is needed at this time.

Director Alternate Designee Form

- At the December 2022 board meeting, directors approved the designation of an alternate to attend meetings on behalf of a director.
- Carol developed the Director Alternate Designee Form as specified in the December meeting minutes.
- Motion to approve the form was made by Courtney, seconded by Diana, and passed.

Financial Policies & Procedures – Deposits Revision

- Unfortunately, we had a check returned for insufficient funds for Goods in the Woods. We do not presently have a return check policy. Carol recommended a \$30 fee for checks returned for insufficient funds.
- Jack made a motion to approve the policy revision, seconded by Lori, and passed. A return check fee will be added to all future forms.

Willard Downtown Beautification/Revitalization Committee

- The City is creating a Committee to assist with the beautification of the downtown. The Willard Business Association has been asked to partner with the City on this effort. WBA requested clarification on their role. Once provided, the group will vote on their participation.
- Courtney advised that the High School Honors students may be available to assist with painting fire hydrants.
- Approximately 30 Mercy volunteers are assisting with cleanup on Friday, June 23. The initial focus area is Myrtle Avenue with additional curbs being painted and fire hydrants painted. Other crews will be helping out in the various parks.
- The Myrtle Avenue boulevard light poles, trees, and tree uplighting have been installed. On Tuesday, City employees will be trained in how to operate the uplighting system.

OTHER

Myrtle Avenue Demolition Properties

- Courtney asked if these properties could be a potential location for the Veterans Memorial.
- Bryson shared that three of the properties would be turned over to the City with the fourth property being returned to the previous property owner per agreement he made with the Land Bank. We would need to buy that property if it is needed for a future project.
- There have been some conversations/ideas about potential use of these properties.
- Courtney asked if green space with picnic tables, trash receptacles, lighting could be considered.

Hometown Heroes

- Courtney advised that 194 banners have been purchased in honor of veterans.
- Unfortunately, during the summer months, there is no one available at the school to take and process additional banner orders.

Merchandise Idea

- Courtney suggested a Willard Zip Code T-Shirt as a potential fundraiser. Could be “44890” or “44890 and (four, four, eight, nine, zero).
- Could be a fundraiser for CIC with proceeds going to a special project.

Adjourn

A motion to adjourn was made by Courtney, seconded by Jack, and passed. The meeting was adjourned at 4:17 PM.

The next meeting of the Willard Community Improvement Corporation will be held on Thursday, September 21, 2023 at 3:15 PM in Council Chambers.

Respectfully submitted,

Carol A. Knapp

Carol A. Knapp, EDFP
Community Development Director/CIC Administrator

Approved by Board of Directors on 9-21-2023

Joseph Daniel

Joseph Daniel, President