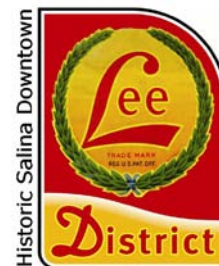


...to champion a healthy, vibrant downtown community!



## BOARD OF DIRECTORS

**Beth Vinson**  
Salina Regional Health Center  
SDI President

**Robin Cates**  
On The Pot  
SDI Vice President

**Russell Prophet**  
Hampton and Royce  
SDI Secretary

**Kenneth Rinke**  
Salina Taco Johns  
SDI Treasurer

**Mike Forristal**  
Lee Development LLC

**Melissa Goetz**  
KC & G Business Appraisal  
Associates

**Jerry Hinrikus**  
Sign Pro

**Ken Jennison**  
Salina Media Group

**Christy Lauer**  
Simply Baby and More

**Jim Loader**  
The Market Shop

**Kathryne Perney**  
Quilting Station

**Brian Richardson**  
Richardson Developments

**Norman Yenkey**  
Property Developer

**Phyllis C. Klima**  
Executive Director

## BUSINESS SUPPORT & RECRUITMENT

Business Hall of Fame, Chamber of Commerce  
120 West Ash Street

**4p.m., Thursday, June 17, 2010**

## AGENDA

OPEN DISCUSSION – 20 minutes designed to allow Committee Members and Guests to discuss relevant concerns and non-agenda items

### 1. Administration

Approve Minutes of February 18, 2010 meeting NOTE: There was no quorum at the March, April or May meetings and therefore no official action by this committee

### 2. Addition of items to agenda

### 3. New Business

- A. Quarterly Stakeholders Meetings July 28 – New Business Showcase
- B. 2010 Seminars –Approve “TOTAL PACKAGE” series

### 4. Old Business

- A. Quarterly Stakeholders Meetings April 27
- B. Partner Memberships
- C. WIFI in the District – Brent Sadler????

### 5. Other Committee Business - Standing Reports

#### A. Updates

Friends of the River  
Project Open and FastTrac®  
Parking Implementation  
Engineer’s Lighting Review  
Wayfinding Signage

#### B. Available Properties

Properties at risk  
111 N 7<sup>th</sup> Street  
116 – 118 N Santa Fe  
246-254 N Santa Fe

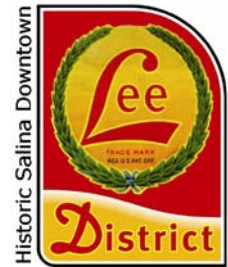
#### C. Business Changes in the District

Closed: United Country, Mid West eServices, 200 East Iron  
Change in Ownership: Martha & David  
Moved from the District: None since May Meeting  
Moved within the District: City Girls, 111 E Iron  
New Business: None since May Meeting  
Business for Sale:

Santa Fe Phillies and Subs, 145 S Santa Fe  
S&P Coins, 123 S Santa Fe

### 6. Adjournment of Meeting

Committee members: Lou Appleby, Randy Graham, Ted Hauser, Kaylee Brown, Robert Protzman, Andrea Quill, John Ryberg, Brian Schwarz (chair). City staff contacts: Lt. Russ Lamer, John Burger - \*\* SDI Board Members



## BOARD OF DIRECTORS

**Beth Vinson**  
Salina Regional Health Center  
SDI President

**Robin Cates**  
On The Pot  
SDI Vice President

**Russel Prophet**  
Hampton and Royce  
SDI Secretary

**Kenneth Rinke**  
Salina Taco Johns  
SDI Treasurer

**Mike Forristal**  
Lee Development LLC

**Melissa Goetz**  
KC&G Business Appraisal  
Associates

**Jerry Hinrikus**  
Sign Pro

**Ken Jennison**  
Salina Media Group

**Christy Lauer**  
Simply Baby and More

**Jim Loader**  
The Market Shop

**Kathryne Perney**  
Quilting Station

**Brian Richardson**  
Richardson Developments

**Norman Yenkey**  
Property Developer

**Phyllis C. Klima**  
Executive Director

## BUSINESS SUPPORT & RECRUITMENT

Hall of Fame Room  
120 West Ash Street

**4p.m., Thursday, February 18, 2010**

### DRAFT MINUTES

OPEN DISCUSSION – 20 minutes designed to allow Committee Members and Guests to discuss relevant concerns and non-agenda items

1. **Roll Call:** John Ryberg , Bob Protzman, Randy Graham, Brian Schwarz, Lou Appleby Brian Rose. Staff: Phyll Klima and Cindy Lamer. Guests: Eva Costigan,- The Volunteer Connection,
2. Brian Schwarz called the meeting to order.
3. Approval of minutes of January 21, 2010 meeting. Randy Graham moved to approve and Brian Rose seconded. Motion carried.
4. **Addition of items to agenda.** – Signage approval for DIP added to New Business.
5. **New Business.**
  - A. DIP Expansion to target new business recruitment – Board approved a \$5000.00 Budget increase for new or expanding Lee District businesses. Committee approved a loan format for dispersement of funds. See attached guidelines.
  - B. DIP Signage Boards – Bob Protzman moved to approve purchase of two Sign inserts for sandwich boards. Randy Graham seconded. Motion carried.
6. **Old Business –**
  - A. Plan of Work – Committee accepted the 2010 Plan of Work.
  - B. Youth Leadership – Group is planning an April 24 clean-up day for the downtown Area. Phyll will contact some restaurants to see if she can get some refreshments Donated. Phyll also mentioned the possibility of the committee tallying the vote For the Salina Sculpture Tour when it is installed.
  - C. WIFI in District – Still waiting on bids.
7. **Other Committee Business - Standing Reports**
  - A. Updates:
    - Friends of the River – River clean-up day scheduled for March 13.
    - Project Open and FastTrac® - Partially funded two projects.
    - Parking Implementation - New equipment is in and City staff is in training.
    - Engineer's Lighting Review – No report
    - Wayfinding Signage – City is process of trying to cancel contract with current company.
    - Holiday Lighting – Light The Night staff has been here working on some problems.

B. Available Properties

Properties at risk

111 N 7<sup>th</sup> St

116 – 118 N. Santa Fe

246-254 N. Santa Fe Lee Building

C. Business Changes in the District

Closed: Three Barbaras and a Jane

Changes in District: Hair and Nail Addiction to You and Your Surroundings

Moved within District:

Business for Sale

Santa Fe Phillies and Subs, 145 S. Santa Fe

S & P Coins, 123 S. Santa Fe

**6. Meeting adjourned at 4:50.**

Committee members: Randy Graham, Steven Howe, Lou Appleby, Robert Protzman, Andrea Quill, Clark Renfro, Brian Rose, Brian Schwarz (chair), John Ryberg, Ted Hauser, John Klassen, Troy Vancil.

\*\* SDI Board Members

## **The Total Package**

The SDI Business and Support Recruitment Committee announces "The Total Package", a workshop series for small businesses. The 2010 series focuses on both marketing and financial management.

The Total Package marketing series includes a variety of marketing communications seminars and webinars. The series was launched May 20 with Halo Business Advisors' (also known as Team Halo) "Facebook 101 for Small Businesses" webinar.

Persons wishing to register for any of the events can send their full name, the name of their business, a telephone number and e-mail to either gosalina@salinadowntown or this e-mail address. Checks can be made out to Salina Downtown Inc. and sent to our PO Box address at 120 W Ash, PO Box 1065, Salina, KS 67402-1065.

### **TEAM HALO WEBINARS**

June 17, 9 - 10 am – "Fantastic Facebook Marketing Ideas for Small Business"

### **REGISTRATION**

Free to Lee District member businesses  
\$5.00 for Lee D BUDDIES  
\$10.00 for NON MEMBERS

### **MARKETAIDE SERVICES, INC. RETAIL SESSIONS:**

June 15, 8 - 9:30 am – "Retail Marketing 101" (first of a two part series)  
June 29, 8 - 9:30 am – "Retail Marketing 102" ("Retail Marketing" 101 highly recommended)

### **MARKETAIDE SERVICES, INC. SERVICE SESSIONS:**

June 22, 8 - 9:30 am – "Marketing Service Businesses" (for service-oriented businesses)

### **REGISTRATION**

\$10.00 to Lee District member businesses  
\$15.00 for Lee D BUDDIES  
\$25.00 for NON MEMBERS

Topics to be covered include budgeting, planning, Web marketing, direct mail, print media, television, and cluster marketing for retail and services businesses based on the SDI program.

## **BENSON ACCOUNTING**

The Total Package financial management schedule includes:

July 15, 8 - 9:30 am – QuickBooks 101 for Small Business (first of a two part series)  
July 29, 8 - 9:30 am– QuickBooks 102 for Small Business (second of a two part series)

### **REGISTRATION**

\$10.00 to Lee District member businesses  
\$15.00 for Lee D BUDDIES  
\$25.00 for NON MEMBERS

### **QuickBooks 101:**

This seminar will address various issues related to the installation and setup of your QuickBooks software. We will discuss your company information and how it is used in QuickBooks. Also discussed will be any preferences you have on how the information will be reported back to you and how these decisions will affect the way this information looks to you. This seminar is designed to accommodate business owners who have decided to use QuickBooks but

have either not purchased the software, or have just started to use the software. We will address the following issues:

- Installing QuickBooks on your computer
- Setting up QuickBooks on your computer
- Default appearance of QuickBooks and how you can change this
- Using icons or menus to access various activities
- Changing preferences to personalize your system
- Attendee questions as time permits

**QuickBooks 102:**

This seminar will address various issues related to functionality of the different modules of QuickBooks (including but not limited to Payroll, Accounts Payable, and Accounts Receivable). We will discuss managing your cash and reconciling your bank statements and how this process ensures that your finances are being tracked appropriately. We will also discuss the specific processes that will need to be followed to keep your information accurate and current. We will address the following issues.

- Entering Checks and Deposits
- Reconciling the bank statements
- Accounts receivable options - overview
- Accounts payable options – overview
- Payroll options - overview
- Creating reports to help you make better informed decisions
- Attendee questions as time permits