

Executive Director's Report: Portland Downtown: August 2016

Organizational updates

Committees: The **District & Community Services** Committee discussed a panhandling action plan, downtown signage (ie. No smoking), and Amy provided her DEL update (graffiti, trash/recycling, cadets, and see, click, fix) The **Events** Committee brainstormed ideas and improvements around upcoming holiday events and identified potential sponsorships. The **Marketing** Committee reviewed Adam's updated Marketing & Communications plan, which contains six high-level goals. The committee also discussed merging the event and marketing committee. The **Merchant** Committee had two guest speakers: Sadie from the Maine Crafts Association came to talk about the Sidewalk Arts Festival and Denise Beck from METRO updated the committee on new initiatives and expansion of bus service. Amy Geren, our DEL, provided a mid-summer cadet update and Suzie focused on upcoming holiday event planning. The **Parking & Transportation** Committee discussed Park & Shop program suspension feedback, made a recommendation to reallocate \$15,000 towards a parking study from the parking funds, and discussed other issues related to parking & transportation. **NLOC** Committee had a discussion around how the committee structure works within the Portland Downtown organization and how the committee sees their role moving forward. They also reviewed license renewals and discussed other general concerns (service animals, marketing, counterfeit money, etc).The **Legal Affairs** Committee met to discuss the proposed Advocacy Policy and the Conflict of Interest Policy.

Notes of interest

Since our last board meeting I had a phone conference with Christine from the **Retail Association of Maine** to discuss opportunities for our Retail/Merchant Committee, welcomed and gave a tour to Natalie (Economic Development, **City of Yarmouth, Nova Scotia**), assisted **Creative Portland** with their Executive Director search, toured the **Irish Heritage Center**, met with Sarah Guerette from the **Women's Business Center** at CEI, met with Sean Sinclair from **Baker Newman Noyes** to get his feedback on Portland Downtown, met with Mary Eschelmann (Portland Downtown's bookkeeper), met with Chris Hall of **Portland Chamber of Commerce** to discuss ongoing policy issues (parking, signage, sound, etc), met with Dana Totman from **Avesta Housing** to exchange ideas, walking meeting with Kara from **Portland Trails**, met with Sgt. Hutchings to discuss cadet program, met with Brian Corcoran of **Shamrock Events** to discuss Portland Downtown, attended **CVB Board Meeting**, attended **PCCC board meeting** toured the **Custom House** on Commercial/Fore, met with Alex Pine (new bike/ped chair for city committee), met with **MECA** faculty to discuss potential wayfinding project for their spring semester, conference call with **GPCOG** re: potential for TMA in Portland, met with city staff to determine plan for **Arctic Council** banners and use of our banner poles, met with Mark Bessire at PMA, hosted cadet lunch at DiMillos, and had lunch with Steve Hewins to learn more about his new role with the **Maine Restaurant & Innkeepers Association**.