



Downtown Westfield Corporation
Board of Directors Meeting Minutes
January 18, 2023

Present:

Lew Kimble	Michael LaPlace
Anthony DiTommaso	Lillian Pien
Roberta Loew	Les Trent
Kelly Richardson	Burim Regjaj
Amy Kobberger	

Absent:

Jim Donofrio
Emily Root, Council Liaison
Dawn Mackey, Mayor Designee, ex Officio

Also Present:

Craig Gibson, DPW, ex officio	Steve Rinn, Economic Vitality Chair
Beth Brenner – DWC	Gene Janotti – GWACC
Peg Lockwood, Design Chair	Linda Habgood
	Lauren Bieber

Public:

Andrea Crowley-Hughes – TAP
Katie Moen – Westfield Leader

Chair's Report

- Roll call

Secretary's Report: N/A

- Approval of minutes from November 2022 ... approved by board

Treasurer's Report – Anthony DiTommaso

- November/ December 2022 Reports ... approved by board

Adjournment sine die meeting of the 2022 Downtown Westfield Corporation Board of Directors

2023 Downtown Westfield Corporation January 2023 Meeting

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Roberta Loew	Les Trent
Kelly Richardson	Burim Regjaj
Amy Kobberger	Linda Habgood
	Lauren Bieber

Absent:

Also Present:

Craig Gibson, DPW, ex officio	Steve Rinn, Economic Vitality Chair
Beth Brenner – DWC	Gene Janotti - GWACC
Peg Lockwood, Design Chair	

Public:

Andrea Crowley-Hughes – TAP
Katie Moen – Westfield Leader

Executive Director – Samantha Horning

- Roll call
- Election of Executive Committee – motion by Michael LaPlace; second by Les Trent
 - Lillian Pien – Chair; Lou Kimble – Vice Chair; Anthony DiTommaso (no secretary elected)
 - Burim suggested that next year more notice should be given for board slate candidates
 - Roll call vote for Executive Committee... all vote yes for slate

Chair's Report – Lillian Pien

- Introduction of herself and decision to return to a property or business owner being chair
- Thanks Lew Kimble for his good job as Chair last year
- Introduction of new members, Lauren Bieber and Linda Habgood
- 2023 Meeting dates: approved by Board (will review adding a December meetings)Linda Habgood motions, Burim Regjaj seconds, approved by board
- Signatories to the two Bank of America accounts and one Colombia Bank account. Add Lillian Pien and Samantha Horning to all three checking accounts. Motion to approve by Lew Kimble and seconded by Burim Regjaj, approved by board

Budget Report – Lew Kimble

- Meeting with committee chairs to go over 2023 budget then will be sent draft budget for individual committees

Executive Director Report – Samantha Horning

- Onboarding first two weeks
 - with budget review, attended committee meetings, attended town council meeting on January 3, met businesses when delivering invitations to Preview Tour for Business owners, attended Preview tour for businesses
- Action Items
 - Coordinating Property Owners Preview Tour, meet with Chamber and commercial brokers, contact Main Street NJ and downtown NJ, launch a linked in page, reach out to committees, design a weekly interview series, DWC Live, continue to work on redesignation of DWC to 501(c3) from 501 (c6)

- New Businesses and Closures
 - No openings
 - William Sonoma and The French Martini closing
 - Multiple businesses opening soon: Millburn Deli, Fresh & Co, Rumble Boxing, Sugaring NYC, Maize Cocktails and Cocina (Amy Kobberger announced Fortis Coffee will be coming to 218 E Broad St. They are a national brand from overseas. Linda Habgood announced that Ricardo Roig is opening a gallery at the Rialto also.)

Board Support of One Westfield Place – Lillian Pien

- Letter to the Editor – individually or in one letter from Board as a whole
 - Create a letter of endorsement from the entire board with input from board members and written by Chair
- Speak at Town Council Meeting in support
- Speak to partners at One Westfield Place

Design Committee Report – Peg Lockwood

- Funded 13 Blade Signs – (5 are still in installation). 5 more are still being designed for 18 in total
- PNC lighting is complete. Thanked Anthony DiTommaso for funding the additional lights
- Solar benches have been delivered. And committee may install them on North Ave by the bus stop then move the benches that are there
- Rialto Grant is completed. As soon as holiday decorations are removed then curved benches will be installed

Promotions & Events –Beth Brenner

- Recap of Holiday season - biggest one in years
 - Shop Small Be Thankful social promotion
 - Tree lighting with Santa to include additional programming
 - Photos with Santa
 - Inflatable Park at Foundation Park
 - Hanukah Hoopla – calendar of events
 - Fire pits
 - Garland be given to businesses
 - Two “Instagrammable” large scale holiday sculptures
 - Caroling
 - Gift Guides
 - Gift Cards

Economic Vitality Committee Report – Steven Rinn

- Some projects that will continue from 2022 into 2023
- Discussed committee and new projects with new ED

Liaison Reports

Councilwoman Linda Habgood

- Will be at One Westfield Place Preview Center on Saturday at 2pm afternoon meeting with people
- Contact her with any questions
- Discuss redecorating both Christmas Trees- will discuss with DPW, Town and DWC
- Budget season has begun

DPW Supervisor Craig Gibson

- Very involved with projects which have been discussed as well as Union County, and other downtown events like Free Markets and Green Team events
- Looks forward to new events.
- Michael LaPlace thanked Craig for redoing lighting at World War II plaza.
- Craig thanked his team for their expertise also. They are trying to get municipal property at the level of private property.

GWACC Director Gene Janotti

- 75th Anniversary Year celebrating with a large gala at the Westwood in Garwood on April 27.
- Spring Fling and Festifall
- Created a Health and Wellness alliance

Public Comments

- N/A

Burim made motion to adjourn. Seconded by Les Trent Meeting adjourned at 9:10pm

Next meeting – February 15, 2023