



MainStreet Roswell, Inc. – Board Meeting minutes

June 10, 2026

JP White Building, 105 W 3rd St Ste. 420, Roswell, NM 88201

1. Call to Order – 5:35pm
 - a. Quorum established
 - b. Present: D. Journey, P. Seskey, C. Brink, A. Shanley
 - c. Not Present: D. Lee
2. Approval of Minutes and Agenda
 - a. A. Shanley – motion to approve minutes of May 2026 and agenda
 - b. C. Brink – 2nd
 - c. Motion passes
3. 2026-2027 Funding Request
 - a. D. Journey attended May finance committee meeting. Discussion with Chairman Gass regarding Chaves County funding request and how D. Journey offered to withdraw it; however, MSR is planning to resubmit it. K. Gass and E. Hildebrandt asserted that they are not adjusting the FY 2027 budget, because they have worked too hard on balancing it. K. Gass claims there is a \$75,000 appropriated to MSR in the FY 2027 budget, but that is subject to adjustment. They contended that they are not pleased with the presentation of MSR financials. D. Journey asserted that every meeting this calendar year they have submitted them and have addressed their concerns.
 - b. Solution: Migrate MSR financials to the desktop version of QuickBooks for more user friendly presentation of reports to all audiences (especially the City of Roswell).
 - c. Reviewed recent financials. Bottom line, by the end of June 2026, MSR estimates we will have \$108,935 cash on-hand.
*D. Lee arrived 5:53pm
 - d. D. Lee notes that NMMS requires a minimum of \$30,000 from the municipality to be an accredited NM MainStreet organization.
4. Executive Director selection
 - a. Conditional offer to BrookeAnne Marker on June 5th. She gave notice to employer. She did not endorse the hiring letter yet. D. Journey meeting with her June 11th (tomorrow). Based on feedback from her employer, she will likely begin sooner than July 1st.
 - b. D. Lee produced a report of her discussion with B. Marker. B. Marker accepted the lower figure of \$55,000 based on potential future funding challenges with the City of Roswell.
 - c. D. Lee would like to do a press release announcing her hire. She will draft and send to the MSR board.

- d. C. Brink will draft an onboarding plan for the Board. We will assign Board responsibilities against it.
- 5. IT Update
 - a. N8 Tech will provide IT support for MSR to include desktop QuickBooks.
 - b. Intend for Nate Cornil to simplify our systems.
 - c. C. Brink wants N8 Tech agreement to include webmaster services.
 - d. C. Brink motioned to remove Julianna Halvorson's access to website and FaceBook. No second.
- 6. UFO Festival
 - a. C. Brink asked that we add 2 x Google Forms (Parade Entry and Costume Contest to FaceBook). A. Shanley agreed to do so.
 - b. P. Seskey says she needs to do 'clean-up' on the Eventeny requests. Says no one has been bumped.
 - c. C. Brink needs authorization to order awards for Parade and Costume contest.
D. Journey said to go order it.
- 7. Old Business
 - a. Update on façade grant.
 - i. No updates.
 - ii. C. Brink owes a draft plan.
 - b. Additional Board Members
 - i. Nominations (in order of priority): 1. Debi Lee (complete), 2. Bob Donnell (C. Brink and D. Journey), 3. Adam Roe (C. Brink), 4. Daniel Cederberg, 5. Megan Cederberg
 - ii. D. Journey recommended adding Michael Vickers, former City of Roswell employee/planner. Working with the City again as part of the Water Department.
 - iii. Board discussed NOT reaching-out to Bob Donnell for the time being.
- 8. Other business
 - a. Brief discussion on determining MSR 501c3 status as a Charitable Organization or a Foundation. D. Journey will research and rectify after UFO Festival.
 - b. Need to inventory storage in attic of JP White building for UFO festival. P. Seskey offered use of a trailer during the execution of the event. Also need to order "H frames" and inventory signs and other material in office.
 - c. C. Brink will do a sponsor form. ASAP.
- 9. Adjourn
 - a. C. Brink move to adjourn
 - b. P. Seskey second
 - c. Motion passes. Adjourn 8:01pm.