

Membership Meeting - Minutes Monday, November 20, 2023 Sustainable Mechanical – 206 E Grant Street, Papillion, NE 68046

Call to Order – Debbie Kippley, President of the Board of Directors called the meeting to order at 6:33 pm. Those in attendance did constitute a quorum.

Present: Mark Stursma, Angela McWilliams, Kim Ahlers, Debbie Kippley, Joe Hunter, Lisa Gingerich, LeAnna Hamlin Eastwood, Lacey Partlow, Renae Kurmel, DaRon Washington, Brittny Escamilla, Dan Rannells, Kate Rannells, Emily Chilson, and Brandon Jones.

Introduction – Brandon Jones with Sustainable Mechanical gave a brief overview of his company and the ongoing drawing they have.

Treasurer's Report – Joe Hunter delivered the Treasurer's Report provided by Margaret White who could not attend due to illness. The current account balance is \$19,893.25 with one outstanding check for \$154.80.

Spook and Sip Recap – Kate and Dan Rannells gave a brief recap on the Spook and Sip. The event was well attended. Participating businesses appreciated the additional staffing support from Twisted Vine. If there is any additional feedback, please contact Kate or Dan.

Christmas Party – Will be held on Monday, December 11 at 6:00 PM at Papio Fun Park. If you have not RSVP'd yet, please do so by emailing Gina Vanderheiden: gina@ginavpt.com. There will be music bingo, Olive Garden will cater, and BYOB!

Winter Wonderland – Joe Hunter gave a recap of the road closures (start at 3:00 and open no later than 10:00 PM) and timeline for the event. The road closure, event schedule, and venue map can be viewed here: https://www.eventeny.com/events/winterwonderland-7288/

Other Business – Mark Sturmsa shared that the City of Papillion has hired a new Economic Development Coordinator. Michelle Andahl will be assuming this role on November 27th and will likely be participating in the DBA proceedings moving forward.

Survey Results – Joe Hunter gave an overview of the Membership Survey. 20 participants painted a clear picture on priorities and areas for improvement. The group thanked Brittny Escamilla (The Book Nook) for her contributions to making the survey possible! A recap of the survey results is attached to the minutes.

Committees – The DBA will be adopting a four-committee structure focused on the executive committee, events committee, marketing committee, and membership committee. Each business-member will be responsible for sitting on at least one committee to maintain their membership of the organization. This will be implemented after the first of the year.

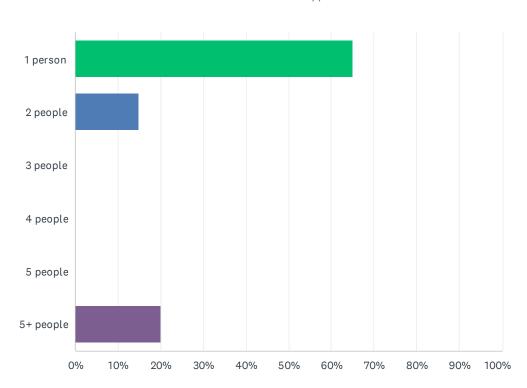
Four Stages of a Nonprofit – Debbie Kippley gave a recap presentation on the four stages of a nonprofit. This spurred the conversation on the needed infrastructure for success based off the survey results. The board proposed moving the DBA funds under the Papillion Community Foundation's umbrella to obtain 501(c)(3) status which will allow the organization to apply for grants. Some grants have already been identified which will help to onboard and cover the cost of a marketing coordinator.

Move to PCF Umbrella – A motion was made by Kate Rannells to move the DBA's funds under the Papillion Community Foundation's umbrella. The motion was seconded by Renae Kurmel. All those in attendance voted in favor of this motion; Joe Hunter abstained. The motion carried without dissent.

Adjournment – The meeting adjourned at 7:18 pm.

Q1 Number of Owners:

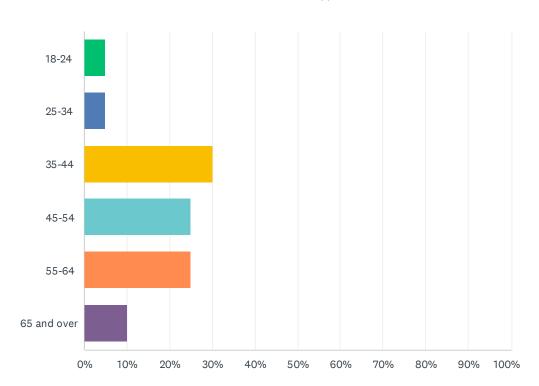
Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
1 person	65.00%	13
2 people	15.00%	3
3 people	0.00%	0
4 people	0.00%	0
5 people	0.00%	0
5+ people	20.00%	4
TOTAL		20

Q2 Primary Owner Age Range:

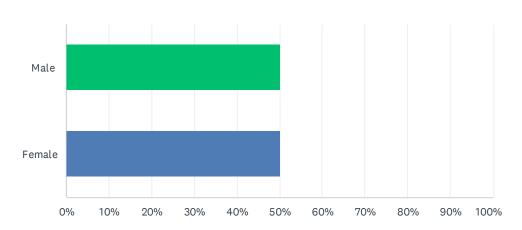
Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
18-24	5.00%	1
25-34	5.00%	1
35-44	30.00%	6
45-54	25.00%	5
55-64	25.00%	5
65 and over	10.00%	2
TOTAL		20

Q3 Primary Owner Sex:

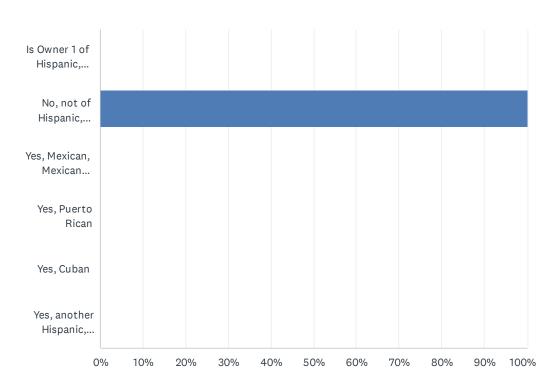
Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
Male	50.00%	10
Female	50.00%	10
TOTAL		20

Q4 Primary Owner Ethnicity, Owner of Hispanic, Latino, or Spanish origin?

Answered: 18 Skipped: 2



ANSWER CHOICES	RESPONSES	
Is Owner 1 of Hispanic, Latino, or Spanish origin?	0.00%	0
No, not of Hispanic, Latino, or Spanish origin	100.00%	18
Yes, Mexican, Mexican American, Chicano	0.00%	0
Yes, Puerto Rican	0.00%	0
Yes, Cuban	0.00%	0
Yes, another Hispanic, Latino, or Spanish origin, other	0.00%	0
TOTAL		18

Q5 Primary Owner Race:

Answered: 18 Skipped: 2

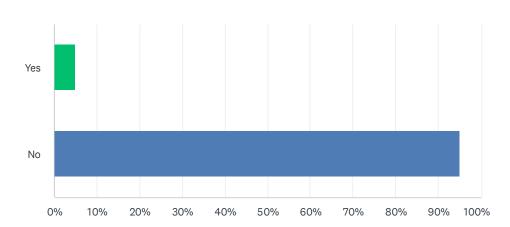


Deep Dive - City of Papillion Survey 2023

ANSWER CHOICES	RESPONSES	
White	94.44%	17
Black or African Am.	5.56%	1
American Indian or Alaska Native	0.00%	0
Chinese	0.00%	0
Filipino	0.00%	0
Japanese	0.00%	0
Vietnamese	0.00%	0
Chamorro	0.00%	0
Korean	0.00%	0
Asian Indian	0.00%	0
Tongan, Fijian, Marshallese, etc. C	0.00%	0
Native	0.00%	0
Hawaiian	0.00%	0
Samoan	0.00%	0
Other Asian,	0.00%	0
Other Pacific Islander,	0.00%	0
TOTAL		18

Q6 Primary Owner Miliary Service:

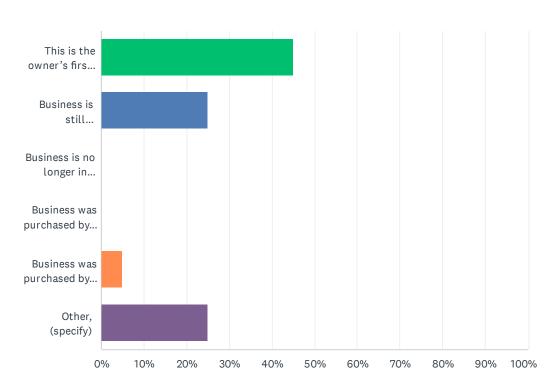
Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	5.00%	1
No	95.00%	19
TOTAL		20

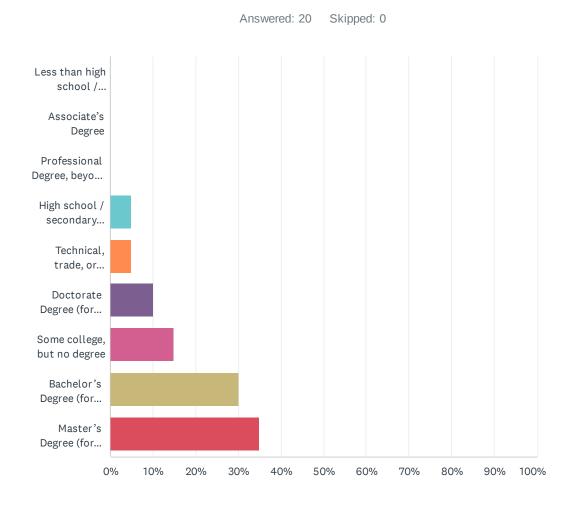
Q7 Primary Owner, Any Prior Business Ownership? Status or prior business ownership?





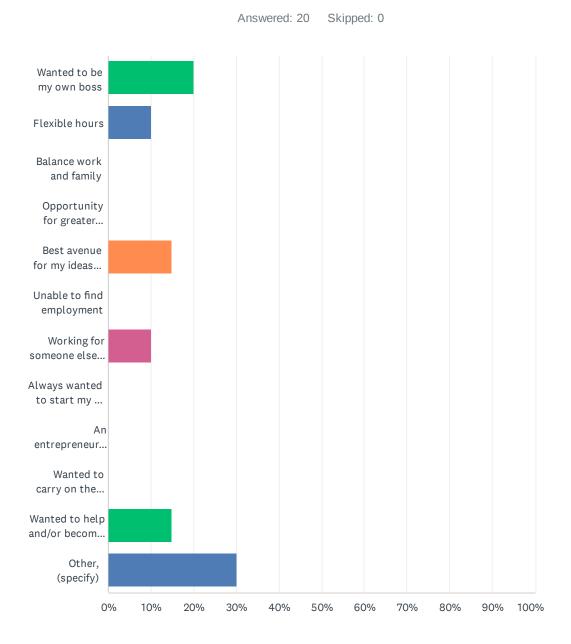
ANSWER CHOICES	RESPONSES	
This is the owner's first business	45.00%	9
Business is still operating, and Owner 1 still owns it	25.00%	5
Business is no longer in operation	0.00%	0
Business was purchased by another company	0.00%	0
Business was purchased by another individual	5.00%	1
Other, (specify)	25.00%	5
TOTAL		20

Q8 Primary Owner Education, Prior to establishing, purchasing, or acquiring this business, what was the highest degree or level of school Owner completed?



ANSWER CHOICES	RESPONSES	
Less than high school / secondary school graduate	0.00%	0
Associate's Degree	0.00%	0
Professional Degree, beyond a Bachelor's Degree (for example, MD, DDS, DVM, LLB, JD)	0.00%	0
High school / secondary school graduate – Diploma or GED	5.00%	1
Technical, trade, or vocational school	5.00%	1
Doctorate Degree (for example, PhD, EdD)	10.00%	2
Some college, but no degree	15.00%	3
Bachelor's Degree (for example, BA, BS)	30.00%	6
Master's Degree (for example, MA, MEng, MEd, MSW, MBA)	35.00%	7
TOTAL		20

Q9 Primary Owner's reasons for owning the Business, how important to Owner(s) are each of the following reasons for owning this business?

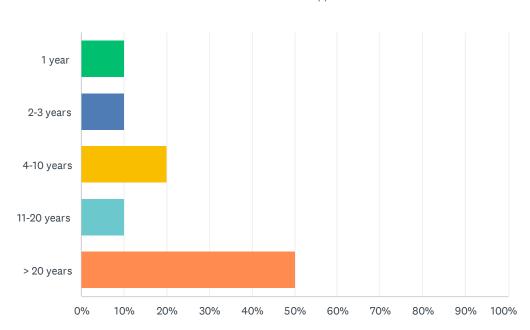


Deep Dive - City of Papillion Survey 2023

ANSWER CHOICES	RESPONSES	
Wanted to be my own boss	20.00%	4
Flexible hours	10.00%	2
Balance work and family	0.00%	0
Opportunity for greater income	0.00%	0
Best avenue for my ideas / goods / services	15.00%	3
Unable to find employment	0.00%	0
Working for someone else didn't appeal to me	10.00%	2
Always wanted to start my own business	0.00%	0
An entrepreneurial friend or family member was a role model	0.00%	0
Wanted to carry on the family business	0.00%	0
Wanted to help and/or become more involved in my community	15.00%	3
Other, (specify)	30.00%	6
TOTAL		20

Q10 Number of years in operation:

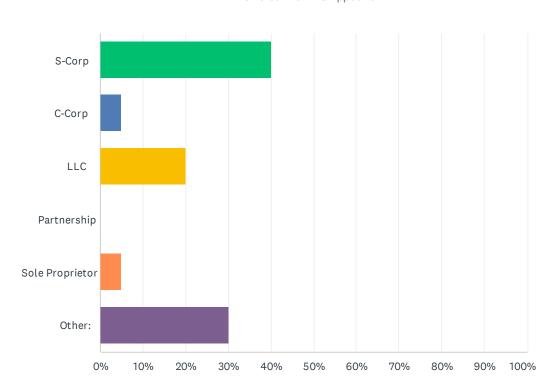




ANSWER CHOICES	RESPONSES	
1 year	10.00%	2
2-3 years	10.00%	2
4-10 years	20.00%	4
11-20 years	10.00%	2
> 20 years	50.00%	10
TOTAL		20

Q11 Form of Ownership:

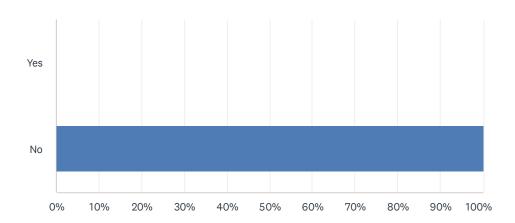
Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
S-Corp	40.00%	8
C-Corp	5.00%	1
LLC	20.00%	4
Partnership	0.00%	0
Sole Proprietor	5.00%	1
Other:	30.00%	6
TOTAL		20

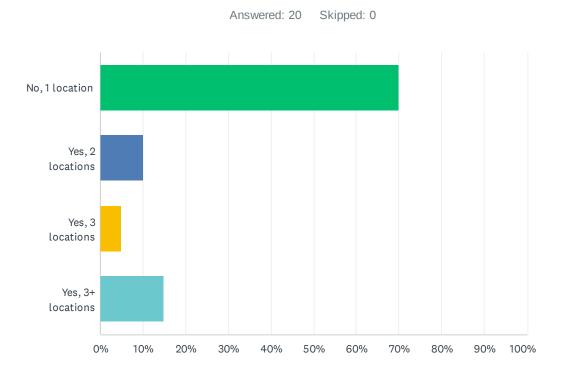
Q12 Franchise operation?

Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	0.00%	0
No	100.00%	20
TOTAL		20

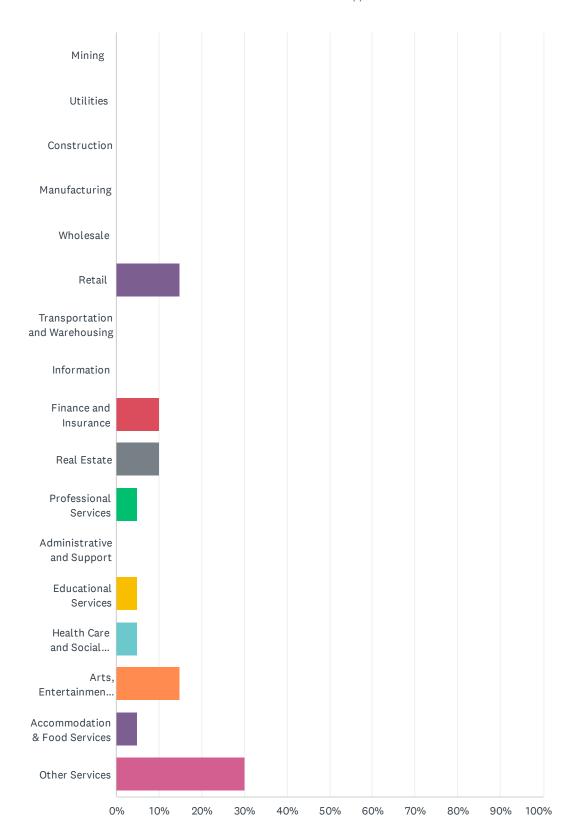
Q13 Does your business contain more than one location?



ANSWER CHOICES	RESPONSES	
No, 1 location	70.00%	14
Yes, 2 locations	10.00%	2
Yes, 3 locations	5.00%	1
Yes, 3+ locations	15.00%	3
TOTAL		20

Q14 What industry sector are you in?

Answered: 20 Skipped: 0



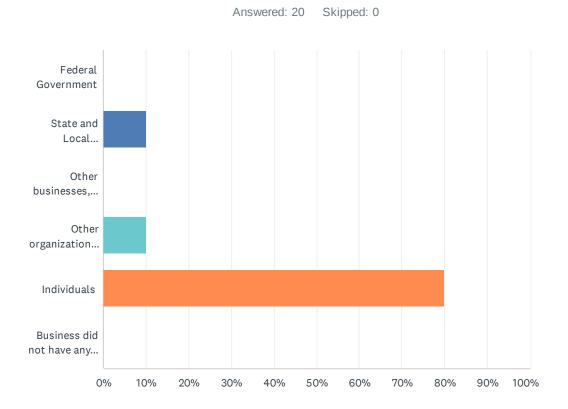
Deep Dive - City of Papillion Survey 2023

ANSWER CHOICES	RESPONSES	
Mining	0.00%	0
Utilities	0.00%	0
Construction	0.00%	0
Manufacturing	0.00%	0
Wholesale	0.00%	0
Retail	15.00%	3
Transportation and Warehousing	0.00%	0
Information	0.00%	0
Finance and Insurance	10.00%	2
Real Estate	10.00%	2
Professional Services	5.00%	1
Administrative and Support	0.00%	0
Educational Services	5.00%	1
Health Care and Social Assistance	5.00%	1
Arts, Entertainment & Recreation	15.00%	3
Accommodation & Food Services	5.00%	1
Other Services	30.00%	6
TOTAL		20

Q15 If selected other, then what is your service industry?

Answered: 10 Skipped: 10

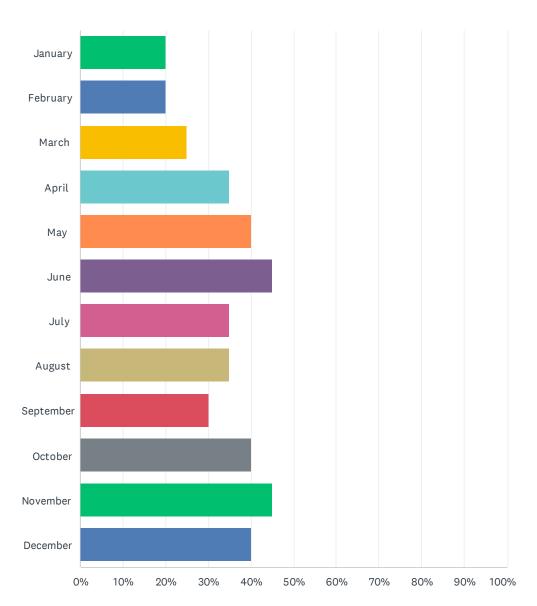
Q16 Which of the following types of customers accounted for 10% or more of this business's total sales of goods and/or services?



ANSWER CHOICES	RESPONSES	RESPONSES	
Federal Government	0.00%	0	
State and Local Government	10.00%	2	
Other businesses, including distribution of your product	0.00%	0	
Other organizations (foreign governments, nonprofit organizations, etc.)	10.00%	2	
Individuals	80.00%	16	
Business did not have any sales	0.00%	0	
TOTAL		20	

Q17 What months are considered your peak business period?

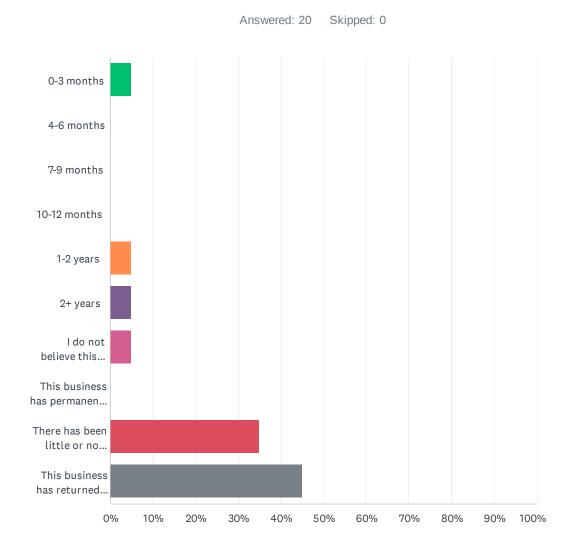




Deep Dive - City of Papillion Survey 2023

ANSWER CHOICES	RESPONSES	
January	20.00%	4
February	20.00%	4
March	25.00%	5
April	35.00%	7
May	40.00%	8
June	45.00%	9
July	35.00%	7
August	35.00%	7
September	30.00%	6
October	40.00%	8
November	45.00%	9
December	40.00%	8
Total Respondents: 20		

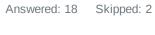
Q18 In your opinion, how much time will pass before this business and operations return to their normal level of operations?

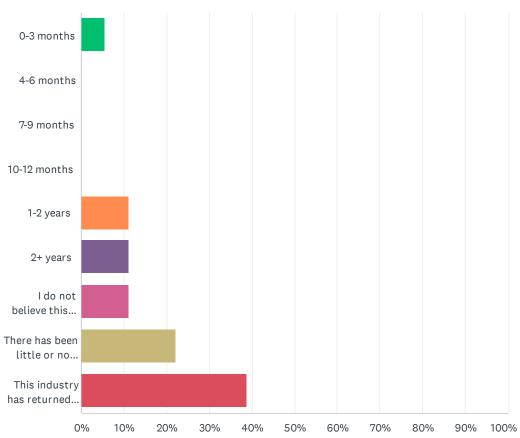


Deep Dive - City of Papillion Survey 2023

ANSWER CHOICES	RESPONSES	
0-3 months	5.00%	1
4-6 months	0.00%	0
7-9 months	0.00%	0
10-12 months	0.00%	0
1-2 years	5.00%	1
2+ years	5.00%	1
I do not believe this business will return to its normal level of operations.	5.00%	1
This business has permanently closed.	0.00%	0
There has been little or no effect on this business's normal level of operations.	35.00%	7
This business has returned to its normal level of operation.	45.00%	9
TOTAL		20

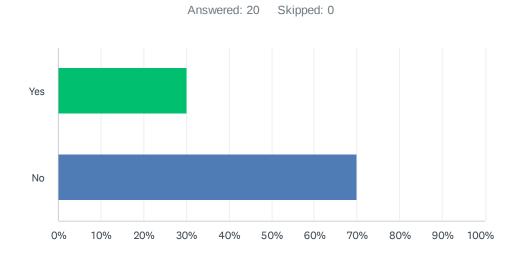
Q19 In your opinion, how much time do you think will pass before this industry returns to its normal level of operations?





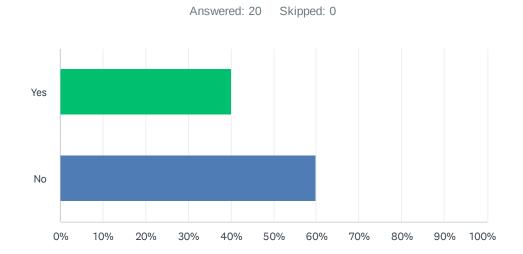
ANSWER CHOICES	RESPONSES	
0-3 months	5.56%	1
4-6 months	0.00%	0
7-9 months	0.00%	0
10-12 months	0.00%	0
1-2 years	11.11%	2
2+ years	11.11%	2
I do not believe this industry will return to its normal level of operations.	11.11%	2
There has been little or no effect on these industries normal level of operations.	22.22%	4
This industry has returned to its normal level of operation.	38.89%	7
TOTAL		18

Q20 Has your business introduced to the market any new or improved goods that differed significantly from this business's previous goods?



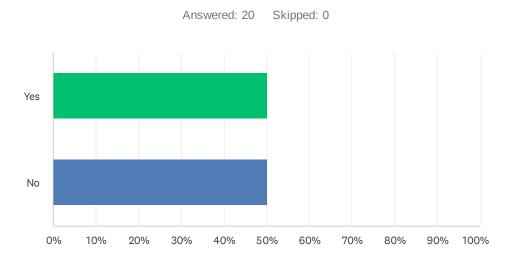
ANSWER CHOICES	RESPONSES	
Yes	30.00%	6
No	70.00%	14
TOTAL		20

Q21 Has your business introduced to the market any new or improved services that differed significantly from this business's previous services?



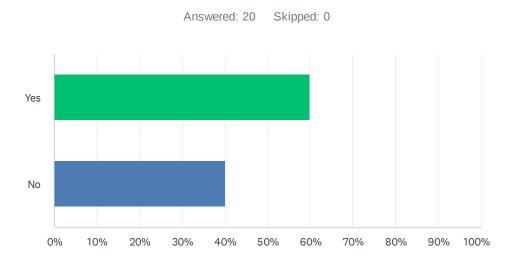
ANSWER CHOICES	RESPONSES	
Yes	40.00%	8
No	60.00%	12
TOTAL		20

Q22 Has your business introduced any of the following types of new or improved business processes that differed significantly (e.g., greater efficacy, resource efficiency, reliability and resilience, affordability, convenience, and usability) from your previous business processes?



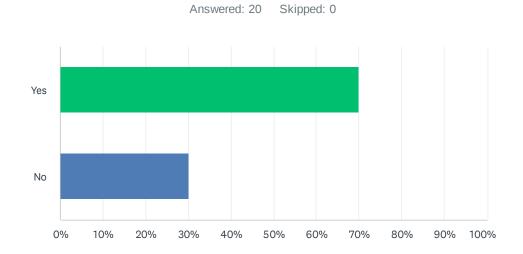
ANSWER CHOICES	RESPONSES	
Yes	50.00%	10
No	50.00%	10
TOTAL		20

Q23 Has your business introduce any new or improved Business Marketing Plans that differed significantly from this business's previous Business Marketing Plans?



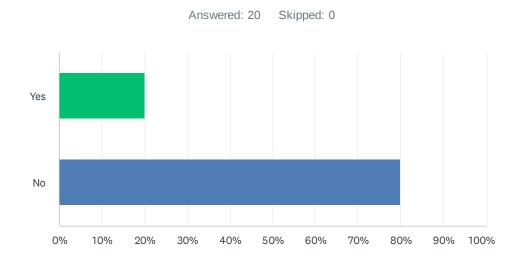
ANSWER CHOICES	RESPONSES	
Yes	60.00%	12
No	40.00%	8
TOTAL		20

Q24 Has your business cooperated or partnered with other businesses or organizations?



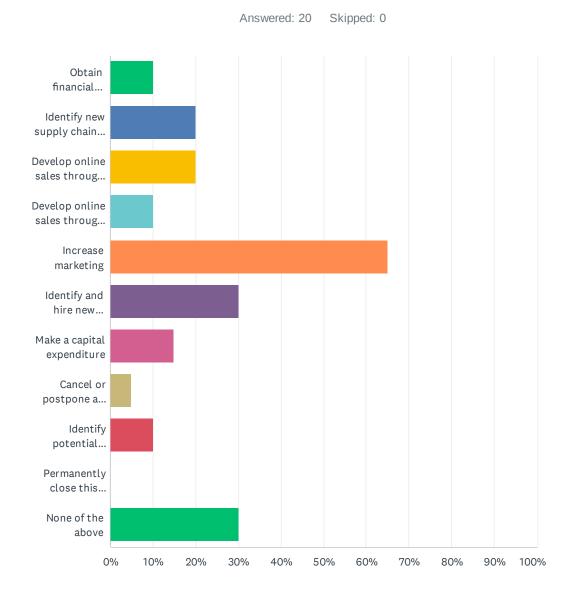
ANSWER CHOICES	RESPONSES	
Yes	70.00%	14
No	30.00%	6
TOTAL		20

Q25 Has your business introduced innovations with any environmental benefits?



ANSWER CHOICES	RESPONSES	
Yes	20.00%	4
No	80.00%	16
TOTAL		20

Q26 In the next six months, does this business plan to do any of the following?

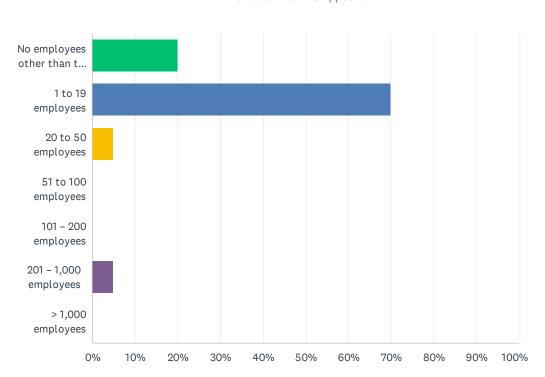


Deep Dive - City of Papillion Survey 2023

ANSWER CHOICES	RESPONSES	
Obtain financial assistance or additional capital	10.00%	2
Identify new supply chain options	20.00%	4
Develop online sales through website	20.00%	4
Develop online sales through ecommerce	10.00%	2
Increase marketing	65.00%	13
Identify and hire new employees	30.00%	6
Make a capital expenditure	15.00%	3
Cancel or postpone a planned capital expenditure	5.00%	1
Identify potential markets for exporting goods or services	10.00%	2
Permanently close this business	0.00%	0
None of the above	30.00%	6
Total Respondents: 20		

Q27 How many people work for your organization?

Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
No employees other than the sole proprietor	20.00%	4
1 to 19 employees	70.00%	14
20 to 50 employees	5.00%	1
51 to 100 employees	0.00%	0
101 – 200 employees	0.00%	0
201 – 1,000 employees	5.00%	1
> 1,000 employees	0.00%	0
TOTAL		20

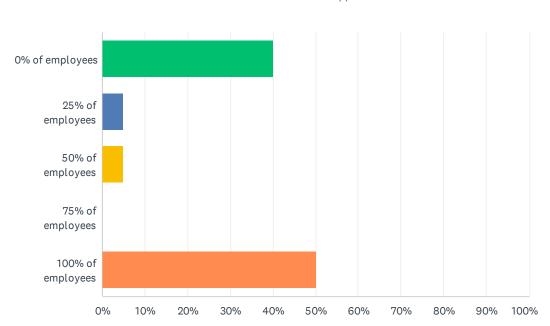
Q28 Which of the following types of workers are used by this business?

Answered: 20 Skipped: 0

ANSWER CHOICES	RESPON	SES
Full-time paid employees (workers who received a W-2 from this business)	60.00%	12
Part-time paid employees (workers who received a W-2 from this business)	70.00%	14
Paid day laborers	40.00%	8
Internships	50.00%	10
Temporary staffing obtained from a temporary help service	40.00%	8
Leased employees from a leasing service or a professional employer organization	35.00%	7
Contractors, subcontractors, independent contractors, or outside consultants (workers who received a 1099 or payment from another company)	70.00%	14
None of the above	35.00%	7

Q29 What percentage of employees work in-office?

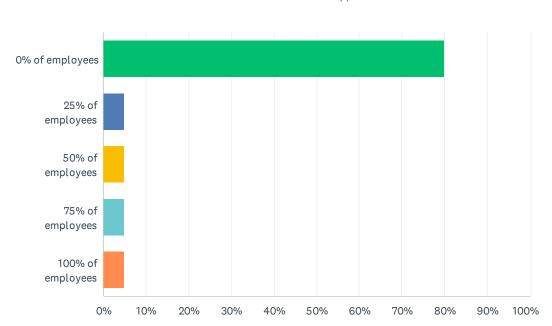




ANSWER CHOICES	RESPONSES	
0% of employees	40.00%	8
25% of employees	5.00%	1
50% of employees	5.00%	1
75% of employees	0.00%	0
100% of employees	50.00%	10
TOTAL		20

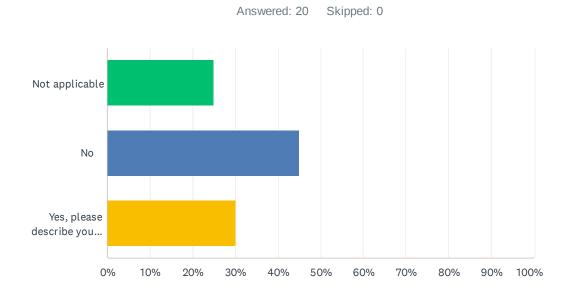
Q30 What percentage of employees work remotely?





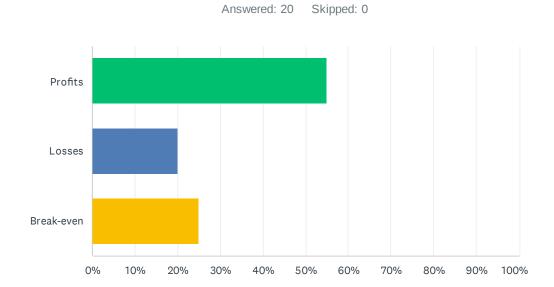
ANSWER CHOICES	RESPONSES	
0% of employees	80.00%	16
25% of employees	5.00%	1
50% of employees	5.00%	1
75% of employees	5.00%	1
100% of employees	5.00%	1
TOTAL		20

Q31 Does this business have difficulties hiring paid employees?



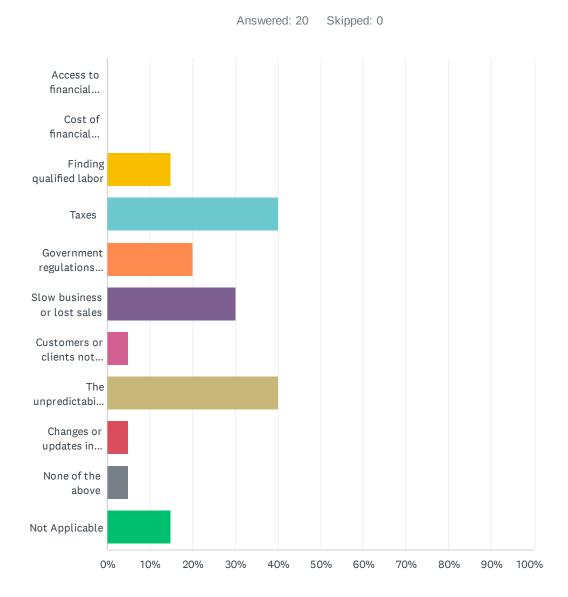
ANSWER CHOICES	RESPONS	ES
Not applicable	25.00%	5
No	45.00%	9
Yes, please describe your businesses challenges with retaining a current employee or hiring a new employee	30.00%	6
TOTAL		20

Q32 In the past year, did this business have profits, losses, or break even?



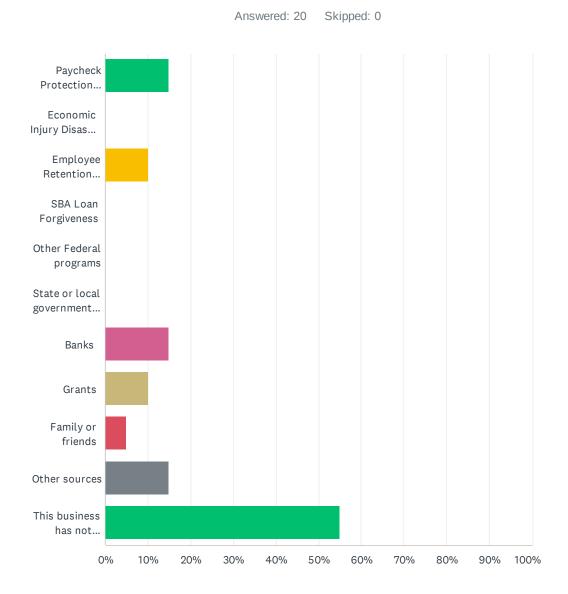
ANSWER CHOICES	RESPONSES	
Profits	55.00%	11
Losses	20.00%	4
Break-even	25.00%	5
TOTAL		20

Q33 In your opinion, which of the following negatively impacted the profitability of this business? Only include responses that impacted profitability. Select all that apply.



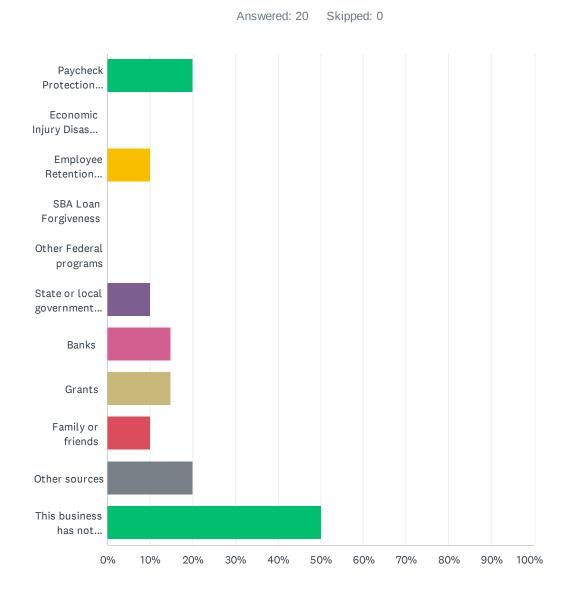
ANSWER CHOICES	RESPONSES	
Access to financial capital	0.00%	0
Cost of financial capital	0.00%	0
Finding qualified labor	15.00%	3
Taxes	40.00%	8
Government regulations (e.g., U.S. federal, state and/or local)	20.00%	4
Slow business or lost sales	30.00%	6
Customers or clients not making payments or paying late	5.00%	1
The unpredictability of business conditions (i.e. economic inflation)	40.00%	8
Changes or updates in technology	5.00%	1
None of the above	5.00%	1
Not Applicable	15.00%	3
Total Respondents: 20		

Q34 In the past year, has this business requested financial assistance from any of the following sources? Select all that apply:



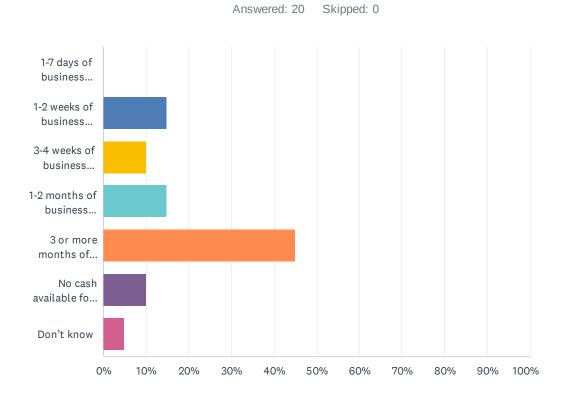
ANSWER CHOICES	RESPONSE	S
Paycheck Protection Program (PPP)	15.00%	3
Economic Injury Disaster Loans (EIDL)	0.00%	0
Employee Retention Credit (ERC)	10.00%	2
SBA Loan Forgiveness	0.00%	0
Other Federal programs	0.00%	0
State or local government programs	0.00%	0
Banks	15.00%	3
Grants	10.00%	2
Family or friends	5.00%	1
Other sources	15.00%	3
This business has not requested financial assistance from any source since March 13, 2020	55.00%	11
Total Respondents: 20		

Q35 In the past year, has this business received financial assistance from any of the following sources? Select all that apply:



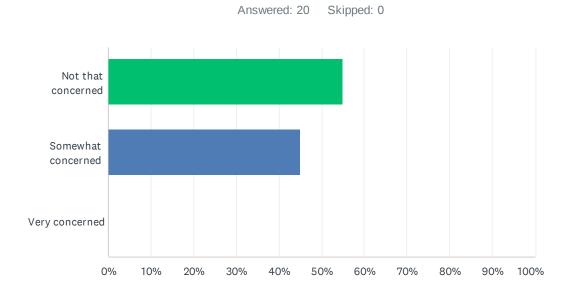
ANSWER CHOICES	RESPONSES	
Paycheck Protection Program (PPP)	20.00%	4
Economic Injury Disaster Loans (EIDL)	0.00%	0
Employee Retention Credit (ERC)	10.00%	2
SBA Loan Forgiveness	0.00%	0
Other Federal programs	0.00%	0
State or local government programs	10.00%	2
Banks	15.00%	3
Grants	15.00%	3
Family or friends	10.00%	2
Other sources	20.00%	4
This business has not requested financial assistance from any source since March 13, 2020	50.00%	10
Total Respondents: 20		

Q36 How would you describe the current availability of cash on hand for this business, including any financial assistance or loans?



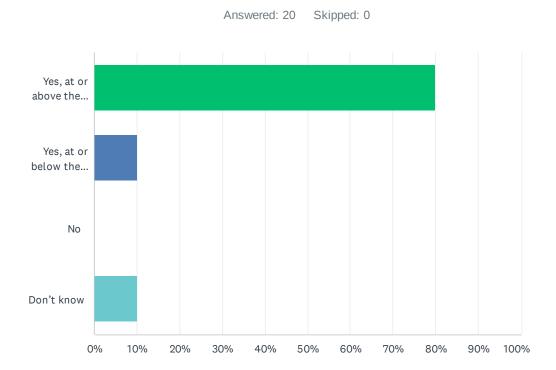
ANSWER CHOICES	RESPONSES	
1-7 days of business operations	0.00%	0
1-2 weeks of business operations	15.00%	3
3-4 weeks of business operations	10.00%	2
1-2 months of business operations	15.00%	3
3 or more months of business operations	45.00%	9
No cash available for business operations	10.00%	2
Don't know	5.00%	1
TOTAL		20

Q37 How concerned are you about the financial health of this business?



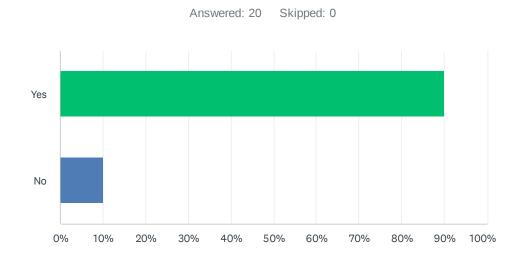
ANSWER CHOICES	RESPONSES	
Not that concerned	55.00%	11
Somewhat concerned	45.00%	9
Very concerned	0.00%	0
TOTAL		20

Q38 Will this business be able to maintain operations into the year (2024)?



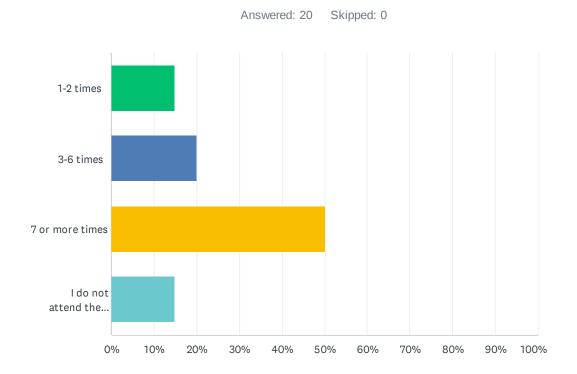
ANSWER CHOICES	RESPONSES	
Yes, at or above the current level of operations	80.00%	16
Yes, at or below the current level of operations	10.00%	2
No	0.00%	0
Don't know	10.00%	2
TOTAL		20

Q39 Are you an active member of the Downtown Papillion Business Association?



ANSWER CHOICES	RESPONSES	
Yes	90.00%	18
No	10.00%	2
TOTAL		20

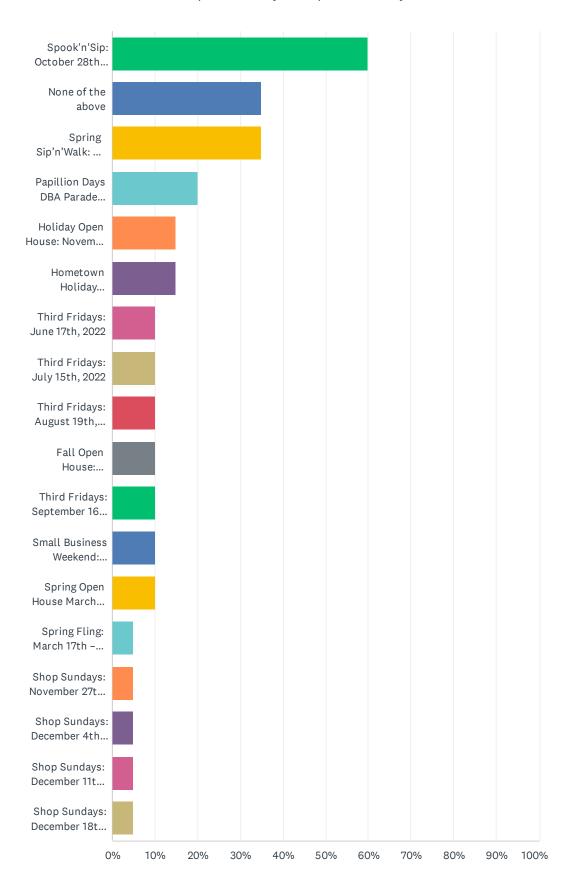
Q40 In the past 12 months, how many times have you attended a Papillion DBA Meeting?



ANSWER CHOICES	RESPONSES	
1-2 times	15.00%	3
3-6 times	20.00%	4
7 or more times	50.00%	10
I do not attend the monthly meetings.	15.00%	3
TOTAL		20

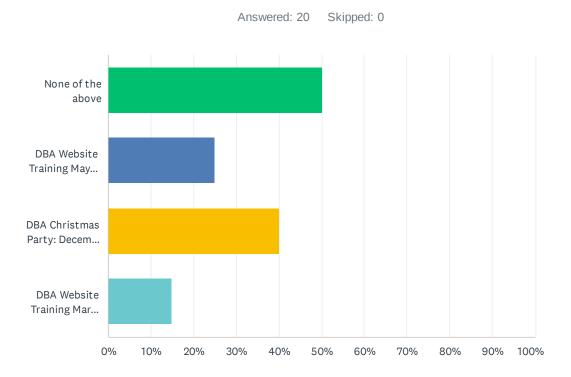
Q41 Of the following marketing events that occurred as part of the DBA, which did your business actively participate in?

Answered: 20 Skipped: 0



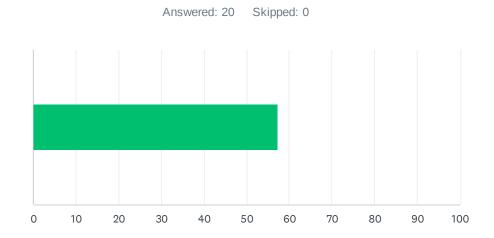
ANSWER CHOICES	RESPONSES	
Spook'n'Sip: October 28th, 2022	60.00%	12
None of the above	35.00%	7
Spring Sip'n'Walk: May 20th, 2022	35.00%	7
Papillion Days DBA Parade Float: June 18th,2022	20.00%	4
Holiday Open House: November 4th – 5th, 2022	15.00%	3
Hometown Holiday Weekend: December 9th - 11th, 2022	15.00%	3
Third Fridays: June 17th, 2022	10.00%	2
Third Fridays: July 15th, 2022	10.00%	2
Third Fridays: August 19th, 2022	10.00%	2
Fall Open House: September 9th – 10th, 2022	10.00%	2
Third Fridays: September 16th, 2022	10.00%	2
Small Business Weekend: November 25th - 26th, 2022	10.00%	2
Spring Open House March 17th – 18th, 2023	10.00%	2
Spring Fling: March 17th – 19th, 2022	5.00%	1
Shop Sundays: November 27th, 2022	5.00%	1
Shop Sundays: December 4th, 2022	5.00%	1
Shop Sundays: December 11th, 2022	5.00%	1
Shop Sundays: December 18th, 2022	5.00%	1
Total Respondents: 20		

Q42 Of the following training/social events that occurred as part of the DBA, which did your business actively participate in?



ANSWER CHOICES	RESPONSES	
None of the above	50.00%	10
DBA Website Training May 23, 2022 @ Papillion Library	25.00%	5
DBA Christmas Party: December 5th, 2022	40.00%	8
DBA Website Training March 20, 2023 @ Papillion Library	15.00%	3
Total Respondents: 20		

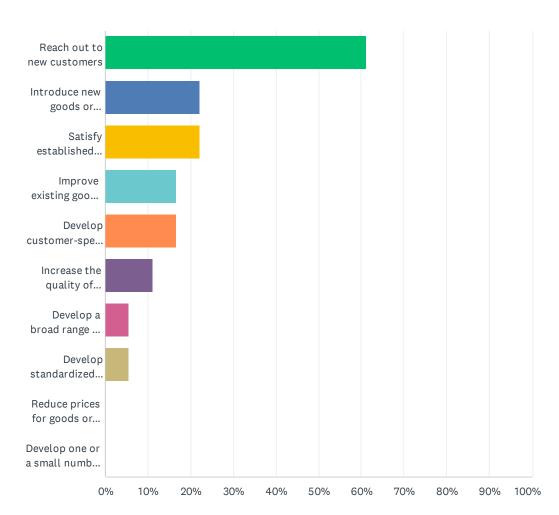
Q43 On a scale of 1-10, how responsive has the organization been to your business questions/concerns? (1- not responsive, 10 – most responsive)



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	57	1,145	20
Total Respondents: 20			

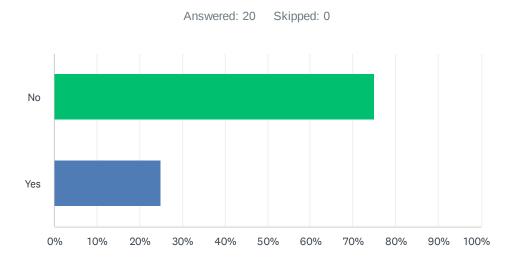
Q44 As if you're a member of the Papillion DBA, what business strategies would you like assistance with?





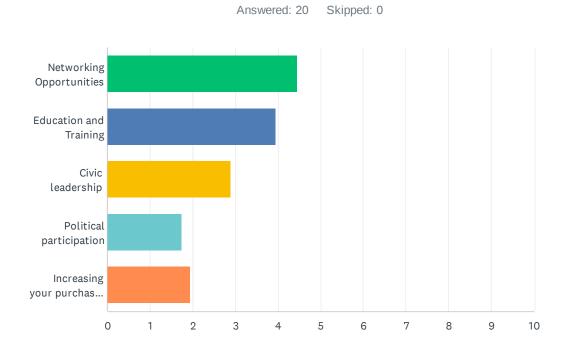
WER CHOICES		RESPONSES	
Reach out to new customers	61.11%	11	
Introduce new goods or services	22.22%	4	
Satisfy established customers	22.22%	4	
Improve existing goods or services	16.67%	3	
Develop customer-specific solutions (e.g., customized goods or services)	16.67%	3	
Increase the quality of goods or services	11.11%	2	
Develop a broad range of products	5.56%	1	
Develop standardized goods or services (i.e., goods or services are the same regardless of market or customer type)	5.56%	1	
Reduce prices for goods or services	0.00%	0	
Develop one or a small number of key products	0.00%	0	
Total Respondents: 18			

Q45 It's said that a Business Association should offer at the minimum the following benefits. Networking opportunities. Education and training. Civic leadership. Political participation. Increase your purchasing powerAre there any additional benefits you would like to see offered?



ANSWER CHOICES	RESPONSES	
No	75.00%	15
Yes	25.00%	5
TOTAL		20

Q46 Please rank the following benefits in order of importance to you.



	1	2	3	4	5	TOTAL	SCORE
Networking Opportunities	60.00% 12	25.00% 5	15.00% 3	0.00%	0.00%	20	4.45
	12						4.45
Education and Training	25.00%	50.00%	20.00%	5.00%	0.00%		
	5	10	4	1	0	20	3.95
Civic leadership	10.00%	10.00%	45.00%	30.00%	5.00%		
	2	2	9	6	1	20	2.90
Political participation	5.00%	0.00%	0.00%	55.00%	40.00%		
	1	0	0	11	8	20	1.75
Increasing your purchasing power	0.00%	15.00%	20.00%	10.00%	55.00%		
	0	3	4	2	11	20	1.95