1. **State of the Downtown report**
   Committee members discussed the possibility of creating a quarterly or semi-annual report, as a companion to the more detailed annual State of the Downtown report. Questions included what data to present and what the format should be. Important feedback included making these shorter reports graphically attractive with content that conveys useful information. DDA staff will use this feedback to develop something that will fit into a single two-sided piece of paper.

2. **Next meeting.**
   The next committee meeting will take place Wednesday, April 8th at 1:20 pm.

3. **Public Comment.**
   None

The meeting adjourned at 1:20 pm.
Respectfully submitted, Susan Pollay, Executive Director