

Mitchell BIA – Activity Report
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Part of the work I have done for the Mitchell BIA this month has been the creation of the agenda and the recording of the minutes and distributing them to the membership list via email.

I have been working on creating a spring (March/April) newsletter for the BIA. It was suggested that the next profile in the newsletter should be about Dustin Smith who owns Skyline Studios and has just recently moved locations. I have already reached out to Dustin and I will continue creating the newsletter and hopefully have it ready to send out early next week via email. If any members are interested in being profiled in the newsletter please let me know!

I am continuing to work on gathering business profiles for the members that do not have an active profile on the redesigned BIA website and working with BIA members to fill out information about their business for the website. I have gone out and dropped forms for BIA members to fill out about their business and will be collecting completed forms on Wednesday.

I have also been maintaining the Mitchell BIA email account and regularly send out communications from that account to BIA members. I have also been working on making sure that the email contact list is up to date.

In addition to these tasks I have been working on collecting events that can be added to the Mitchell BIA website calendar that are not already up yet.