

FISCAL YEAR 2019 TO DATE



- Planned and implemented a successful fundraiser and signature event with Pig Out in the Park: Backyard BBQ Bash.
 - Assisted in implementation of the City of Frostburg and the Maryland Department of Transportation's Rec Trails grant to install pedestrian and bicycle wayfinding signage from the trail head to Main Street.
 - Secured an Operating Assistance Grant award of \$16,500 from the Maryland Department of Housing and Community Development to pursue 501(c)3 status and supplement salary costs for the Marketing & Communications Coordinator position.
 - Planned and implemented a successful Arts Walk 2018 and began planning for 2019.
 - Planned and implemented a successful Small Business Saturday and Handmade Holiday Vendor Fair.
 - Assisted with and promoted business openings throughout the year.
 - Mentored three student interns from Frostburg State University.
 - Supported community event planning such as Pirates Ahoy, Storybook Holiday, Beautify the Burg, etc;
 - Managed reporting and grant implementation for the Arts and Entertainment District and for the Maryland Main Street Program.
 - Hosted quarterly Mix and Mingle events for FrostburgFirst members, community stakeholders, and local government.
 - Held regular "On Main Street" gatherings in local businesses to maintain accessibility to the community.
 - Developed and began implementation of plan for managing the 2019 Arts & Entertainment District Re-designation
 - Worked with a non-profit consultant to update bylaws and develop policies in accordance with Maryland Nonprofits Standards of Excellence.
 - Began the application process to become a 501(c)3.
 - Implemented new marketing strategies utilizing social media and worked with local businesses to create organized promotional events in the downtown district.
 - Applied to the Canal Place Heritage Area for grant funding to support the Depot Transportation Program
 - Partnered with WFWM to create a podcast to feature downtown Frostburg events and news.
 - Developed the first in a planned ongoing video series featuring downtown Frostburg for marketing purposes.
 - Applied for funding from Maryland Clean Up & Green Up to make Frostburg a Keep America Beautiful Affiliate.
-