



The Downtown Business Improvement District (BID) is established to help support the residents, business owners, organizations, and owners of property within Downtown Stevens Point. The BID boundaries and operating documents may be found at: <https://stevenspoint.com/1296/Business-Improvement-Districts>.

Downtown BID meetings are scheduled for the first Tuesday of each month but moved for special circumstances. Additional ad hoc meetings are held as needed. All board meetings of the board are hosted in-person and are open to the public.

Members

- Alderperson Christianson
- Tara Manzke
- Hana Cutler
- Tim Schertz
- Brian Cummins
- Robert Welling
- Craig Cook

AGENDA

DOWNTOWN BUSINESS IMPROVEMENT DISTRICT BOARD MEETING

Date and Time:	July 7, 2026 2:30 PM	Location:	Large Conference Room Stevens Point Area Convention & Visitors Bureau 1105 Main Street Suite A, Stevens Point, WI 54481
-----------------------	-------------------------	------------------	---

Opening Section:

1. Roll Call.
2. Comments from the public on non-agenda items.
3. Guest Speaker
4. General Reports and Updates
 - A. City Staff Updates
 - B. Treasurer Report
 - C. Downtown Executive Director Report
 - D. Board Chair Report
 - E. Event Coordinator Report
5. Work Group Reports
 - A. Promotion Work Group Lead
 - B. Design Work Group Lead
 - C. Economic Vitality Work Group Lead
 - D. Organization Work Group Lead

Discussion and Possible Action on:

1. Approve Meeting Minutes from June 2, 2026.
2. Discussion and possible action on Locable proposal.
3. Adjournment.

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strong's Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strong's Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

Account Number	Account Title	2026 Current year Budget	2026 Current year Actual	2026 Current month Actual
BUSINESS IMPROV DISTRICT (BID)				
254.11100	GENERAL OPERATING CASH	.00	191,908	25,983
TAXES				
254.41.00120.56	BID ASSESSMENTS	85,366	85,636	.00
Total TAXES:		85,366	85,636	.00
MISCELLANEOUS REVENUE				
254.48.00100.51	INVESTMENT INTEREST REVENUE	.00	.00	.00
254.48.19850.56	EVENT REVENUE	.00	.00	.00
254.48.19900.56	MISCELLANEOUS REVENUE	.00	.00	.00
Total MISCELLANEOUS REVENUE:		.00	.00	.00
OTHER FINANCING SOURCES				
254.49.19310.59	GENERAL FUND BALANCE USAGE	4,027	.00	.00
254.49.19420.59	TRANSFER FROM TID 10	35,000	35,000	35,000
Total OTHER FINANCING SOURCES:		39,027	35,000	35,000
EXTERNAL AUDIT SERVICES				
254.51.19960.2004	AUDIT SERVICES	3,300	3,400	.00
Total EXTERNAL AUDIT SERVICES:		3,300	3,400	.00
BUSINESS IMPROV DISTRICT				
254.56.00700.1154	DOWNTOWN MANAGER SALARY	44,200	18,700	3,400
254.56.00700.1460	LTE WAGES	.00	.00	.00
254.56.00700.1900	EMPLOYER CONTRIB/WISC RET	3,182	1,346	245
254.56.00700.1910	EMPLOYER CONTRIB/S.S. TAX	3,381	1,215	219
254.56.00700.1920	EMPLOYER CONTRIB/LIFE INSUR	23	24	5
254.56.00700.1930	WORKERS COMPENSATION PREM	795	335	61
254.56.00700.1950	MEDICAL INSURANCE PREM	17,917	6,932	1,493
254.56.00700.1955	HSA CONTRIBUTION	780	.00	.00
254.56.00700.2203	TELEPHONE UTILITY CHARGES	565	227	45
254.56.00700.2800	COMPUTER/COMPUTER EQUIP	500	.00	.00
254.56.00700.2901	CONTRACTED SERVICES	24,000	8,113	3,008
254.56.00700.3001	GENERAL OFFICE SUPPLIES	500	.00	.00
254.56.00700.3005	PARKING CHARGES	350	.00	.00
254.56.00700.3202	MEMBERSHIP DUES	600	.00	.00
254.56.00700.3301	MILEAGE REIMBURSEMENT	550	.00	.00
254.56.00700.5000	MISCELLANEOUS EXPENSES	500	63	63
254.56.00700.5001	DISCRETIONARY EXPENSES	500	228	36
254.56.00700.5006	MISC PROMOTIONAL EXPENSES	5,000	1,919	407
254.56.00700.5018	EVENT EXPENSES	.00	.00	.00
254.56.00700.5910	GEN SEMINAR/EDUCATION EXP.	1,750	468	16
254.56.00700.5951	PUBLIC SPACE ENHANCEMENTS	10,000	.00	.00
254.56.00700.7910	GRANT DISBURSEMENTS	5,000	.00	.00
254.56.00700.8011	SOFTWARE PURCHASES	1,000	471	20
Total BUSINESS IMPROV DISTRICT:		121,093	40,042	9,017
BUSINESS IMPROV DISTRICT (BID) Revenue Total:		124,393	120,636	35,000
BUSINESS IMPROV DISTRICT (BID) Expenditure Total:		124,393	43,442	9,017

Account Number	Account Title	2026 Current year Budget	2026 Current year Actual	2026 Current month Actual
	Net Total BUSINESS IMPROV DISTRICT (BID):	.00	77,194	25,983

Account Number	Account Title	2026 Current year Budget	2026 Current year Actual	2026 Current month Actual
FRIENDS OF DOWNTOWN				
258.11100	GENERAL OPERATING CASH	.00	19,550	1,876-
MISCELLANEOUS REVENUE				
258.48.00550.55	EVENT SPONSORSHIPS	.00	.00	.00
258.48.00551.55	MISCELLANEOUS DONATIONS	.00	.00	.00
258.48.00552.55	NOTES AT NIGHT REV	7,000	.00	.00
258.48.00553.55	MAKE MUSIC DAY REV	.00	.00	.00
258.48.00554.55	DISCOVER DOWNTOWN REV	500	.00	.00
258.48.00555.55	WINE WALK REV	17,000	.00	.00
258.48.00556.55	TRICK OR TREATING REV	.00	.00	.00
258.48.00557.55	SHOP SMALL WEEK REV	2,550	.00	.00
258.48.00558.55	HOLIDAY PARADE REV	3,000	.00	.00
258.48.00559.55	SMALL BUSINESS SATURDAY REV	.00	.00	.00
258.48.00560.55	DOWNTOWN CHRISTMAS REV	2,500	100	100
258.48.00561.55	WALK DON'T RUN	6,750	950	450
Total MISCELLANEOUS REVENUE:		39,300	1,050	550
MISCELLANEOUS EXPENSES				
258.55.19850.5000	NOTES AT NIGHT	8,000	2,342	1,142
258.55.19850.5001	MAKE MUSIC DAY	.00	100	.00
258.55.19850.5002	DISCOVER DOWNTOWN	500	.00	.00
258.55.19850.5003	WINE WALK	7,000	32	32
258.55.19850.5004	TRICK OR TREATING	200	.00	.00
258.55.19850.5005	SHOP SMALL WEEK	800	250	.00
258.55.19850.5006	HOLIDAY PARADE	350	.00	.00
258.55.19850.5007	SMALL BUSINESS SATURDAY	1,000	.00	.00
258.55.19850.5008	DOWNTOWN CHRISTMAS	2,500	.00	.00
258.55.19850.5009	WALK DON'T RUN	3,893	1,226	1,226
258.55.19850.5010	EVENT INSURANCE	2,000	.00	.00
258.55.19850.5900	MISCELLANEOUS EXPENSES	13,057	67	26
Total MISCELLANEOUS EXPENSES:		39,300	4,017	2,426
FRIENDS OF DOWNTOWN Revenue Total:		39,300	1,050	550
FRIENDS OF DOWNTOWN Expenditure Total:		39,300	4,017	2,426
Net Total FRIENDS OF DOWNTOWN:		.00	2,967-	1,876-

Executive Director Report by Karen Margelofsky- July 2026

Organization & Administration

- Continued implementation of the **Library Alley Activation / Vibrant Spaces Project**, coordinating with City departments, contractors, volunteers, and project partners.
- Secured **\$5,500 in project sponsorships**, including:
 - \$3,500 from Nicolet Bank for the community stage.
 - \$2,000 individual donation toward the decorative lamppost.
- Assisted Design Work Group volunteers with planting the south garden as part of the Vibrant Spaces Project.
- Conducted media outreach, including a press release and Channel 12 interview, to promote the project and community fundraising efforts.
- Created additional Givebutter ticketing, sponsorship, and donation pages to support events and project fundraising.
- Updated the Downtown website with new events, sponsorship opportunities, project information, and community resources.
- Continued evaluating the **Locable** platform (website, CRM, calendar, ticketing, communications, and task management). Participated in a product demonstration, received a proposal, and distributed information to the Promotion Work Group and Board for future discussion.
- Continued updating the Downtown BID business database and business contacts.
- Improved BID storage organization by installing additional shelving and reorganizing event supplies for greater efficiency.

Promotion & Events

- Worked closely with Kris Carne to secure **25 participating businesses** for the 2026 Downtown Wine Walk and officially launched ticket sales.
- Assisted with planning and promotion of **Notes @ Night**, while continuing to integrate Lydia into event coordination, communications/social media, and tasks management.
- Successfully launched the new **Downtown Night Market**, welcoming 10 vendors at the inaugural market. To date, five vendors have committed for the full season, with an additional 14 vendors participating throughout the summer and four nonprofit organizations joining the markets.
- Assisted with International Make Music Day activities and promotions.
- Continued planning and coordination for Discover Downtown, Wine Walk, and upcoming summer events.

- Updated event webpages, social media, online registrations, and promotional materials throughout the month.

Economic Vitality

- Facilitated the Destination Creation follow-up program, meeting with eight downtown business owners to discuss strategies for strengthening their businesses and enhancing Downtown Stevens Point as a destination.
- Continued business outreach through Economic Vitality interviews with four downtown businesses.
- Distributed the Downtown Parking Survey to businesses and property owners to gather information that will assist future parking and development planning.
- Continued outreach with prospective downtown businesses, event vendors, and entrepreneurs interested in locating or participating in Downtown Stevens Point.

Community Partnerships

- Continued expanding the Downtown Adopt-a-Block Cleanup Challenge.
- New adopted areas now include:
 - BMO Bank – their block
 - Central WI Happy Places – Shopko block
 - Accelerate Restoration Management – Square block
- Ongoing conversations continue with the Stevens Point Area Convention & Visitors Bureau and Gallery Q regarding additional adopted areas.

Professional Development & Community Engagement

- Attended the WEDC/WDAC **Downtowns 101** conference in Fond du Lac, focusing on building vibrant, sustainable downtowns and learning about new economic development resources available to Wisconsin communities.
- Attended the Stevens Point Area Convention & Visitors Bureau Sports Complex presentation.
- Participated in a meeting exploring opportunities to promote film production in the Stevens Point area following Wisconsin's expanded film tax credit initiatives.
- Held multiple meetings with downtown stakeholders, project partners, City staff, and volunteers throughout the month.

Governance & Strategic Initiatives

- Continued discussions with the City Attorney and met with Alexander from the Portage County Public Library regarding the potential creation of a Friends of Downtown 501(c)(3) organization. At this time, the City Attorney continues to recommend operating under the current organizational structure.

Looking Ahead

- Continue implementation of the Library Alley Activation Project, including mural installation, project enhancements, fundraising, and donor recognition.
- Host Discover Downtown and continue preparations for the annual Wine Walk.
- Expand participation in the Downtown Night Market and Adopt-a-Block Challenge.
- Continue evaluating technology solutions, including Locable, to improve communications, website management, event registration, CRM capabilities, and organizational efficiency.
- Continue business outreach, partnership development, and fundraising to advance Downtown Stevens Point initiatives.

Board Note

The mural artist is scheduled to begin work on **Tuesday, July 7**, and will be there (weather permitting) prior to the board meeting. Board members are encouraged to stop by the project site before or after the meeting & over the next few days to see the progress, take photos for future promotional use, and, if possible, place the WEDC grant recognition sign near the project while work is underway. Also, I am still waiting on Tim to create his gmail and get his photo taken with John Hartman if anyone can assist him in completing this that would be a great help.

Board Meeting Event Coordinator Notes for 7.7.26

From Kristeen Carne <kristeencarne@yahoo.com>

Date Tue 6/30/2026 4:59 PM

To Karen Margelofsky <kmargelofsky@stevenspoint.com>

Hi Karen, this is a brief update. If anyone has questions, I think you can cover anything they might need. Please feel free to add, edit as you wish,

- Make Music Day (MMD). Poor attendance and suggest to not revisit this event next year given the dates change each year time, efforts and resources better spent on events that generate income or large attendance to the downtown area.

- Notes @ Night (N@N): update on collaboration with Farmers Market/night market and tavern/vendor collaborations. Rain has been an issue this season. Music BINGO played inside, heard comments "this kept me here longer"

- Discover Downtown (DD): Update on vendors, entertainment, cars, business participation.

- Wine Walk. Permit in with 25 locations. New theme this year "250 Years, 25 Cheers" Selection of wines from across the country will begin week of June 29th. Idea is to celebrate the nation and pair wines with Americana (state) foods. 325 tickets this year and will keep 20 to sell the evening of the walk at \$50 (normal price \$45). Tickets will go up for sale on Give Butter July 1. Promo Team suggestion for fundraiser- we'll use the theme for 20 of each Med and Large t-shirts. Getting quote from Digicopy before moving on.

- Fall and winter event planning will escalate after Discover Downtown has ended.

Stevens Point Downtown Business Improvement District Board Meeting Minutes
Tuesday, June 2nd, 2026, at 2:30 pm in the SPACVB Conference Room Start Time: 14:31

Opening Section: Brian Cummins call to order

1. Roll Call: Board Present: Ald. Marc Christianson- (14:33), Tara Manske (Absent), Hana Cutler, BJ Welling, (Excused) Craig Cook, Brian Cummins, Tim Schertz

Staff & Public: Karen Margelofsky (ED), Kris Carne (Events Coor.),

2. Comments from the public on non-agenda items. Troy Hojnacki, Thanked the BID board for putting together the meeting with the Police Chief for unhoused update. The morning of 2 June 2026.

3. General Reports and Updates Chris Klesmith-City

A. City Staff Updates, 2 additional, energy tax credit project. Tuesday, at 3pm, June the 9th. Portage County Business Council participation going forward in 2027, with the Business Expo. No current updates from the Shopko project as of June 2026.

B. Treasurer Report, BJ (Absent) Karen gave the report, per shared screen. Tommy's Car Wash is again sponsoring Notes at Night. \$5,000

C. Downtown Executive Director Report

i. Attended PCBC after 5 events, attending FAM tour. Presentation of the local Rotary Club.

ii. Met with Candace, Branch Manager at Nicole National Bank. TDS, Muzzi Broadcast. For future sponsorship opportunities for the BID

iii. WEDC opportunity, Stevens Point was selected to host the Destination Creation Seminar 15-16 June at Midstate.

iv. Press release being worked for the mural re-creation for the library alley.

4. Board Chair Report: Interim starts soon for farmers market and help with the BID. Different events have started downtown to kick off the summer downtown events. (Notes at Night)

5. Event Coordinator Report, Walk don't run surveys have gone out. Notes at Night kicked off. Farmers Market/Notes at Night will kick off together in July. 50/50 raffle on going with N.A.N. Wine Walk registration in coming, deadline 1 July. Permits have been submitted for Discover Downtown. Tim Schertz (New car show, with local dealers).

6. Work Group Reports

A. Promotion Work Group Lead: Working on events, Press releases, Locally Website, Yodul website.

B. Design Work Group Lead: Refer to Promotion Work Group

C. Economic Vitality Work Group Lead: Lack of Business/building owner for Store Front Makeover. Setting appointments with current businesses that might have interest in expanding their business footprint.

D. Organization Work Group Lead: No Members

Discussion and Possible Action on:

1. Approve Meeting Minutes from May 5th, 2026. Motion to approve: Hannah Cutler, 2ND by Craig Cook
2. Present and take action, Meeting agendas, board members, communication Accounts & Records Compliance. All BID members should have their own separate email. Quick Guides, Motion to adopt: Marc Christensen, 2nd by Hannah Cutler
3. Present and take action on Corporate Investor Guide: Motion for approval by Hannah Cutler, 2ND BY Marc Christensen.
4. Present and take action on Fountain Control Panel. Table this until July, until further information.
5. Present and take action on: Light fixtures Bushman Electric quote, \$10,710. flowers budget up to \$1,500 for plantings. Motion for approval Brian Cummins, 2nd by Tim Schertz.
6. Approved to authorize the \$100 unpaid balance for Make Music Day Alliance. Motion to approve by Marc Christensen and 2nd by Tim Schertz.
7. Meeting adjourned at 16:09

Non Board Members attendance: Chris Klesmith, Bob Butt, Troy Hojnacki, Phillip Hollis, Patty Hollis.

Reported by and certified by Craig Cook



STEVENS POINT, WISCONSIN BID

June 30, 2026

Prepared for

Stevens Point, Wisconsin

1515 Strong's Avenue
Stevens Point, WI 54481

Karen Margelofsky
Executive Director
kmargelofsky@stevenspoint.com
+17154960823

Locable
929 Winchester Hwy #103
Fayetteville, TN 37334
www.locable.com

Brian Ostrovsky
+19312812300
brian@locable.com

1 PROPOSAL SUMMARY

Stevens Point Business Improvement Districts (BIDs) - Downtown & Business Park needs a more practical way to keep key information current, simplify recurring marketing and administrative work, and make participation easier for the businesses, partners, and people it serves.

Locable provides practical software built for small teams to bring those efforts into one connected system without adding unnecessary complexity.

Based on our conversations, this proposal outlines the recommended Locable Core(s) and supporting services most likely to reduce busywork, improve consistency, and help your team get more done with less manual effort.

You can start with the area that matters most and expand over time as your needs grow.

What this proposal is designed to do

- Reduce manual updates and repetitive work
- Keep your website and community information more current
- Make participation easier for businesses, partners, and stakeholders
- Simplify recurring marketing and administrative tasks in one connected system

Locable works best as a practical partnership - combining the right software, guided implementation, and steady communication from your team.

What you can expect from us

✓ We'll start by understanding what matters most

- We'll listen carefully, look for the real bottlenecks, and focus on solutions that fit your goals, capacity, and priorities.

✓ We'll work to make your life easier

- Everything we recommend should save time, reduce friction, and help your team make meaningful progress without unnecessary complexity.

✓ We'll guide you through the process

- From onboarding to rollout to ongoing use, we'll provide practical support, training, and direction so you are not left figuring things out alone.

✓ We'll keep showing up

- We're here to build a long-term working relationship, help you adapt over time, and continue improving how your team uses Locable.

What we expect of you

✓ Be open and direct with us

- Share your goals, priorities, constraints, and concerns - even when they change - so we can stay aligned with what is actually happening.

✓ Stay engaged in the process

- Your participation matters. The teams that get the most from Locable stay involved, follow through, and keep moving step by step.

✓ Keep us informed when staff or leadership changes

- This is a big one. Staff turnover is one of the biggest risks to momentum. If roles change, tell us early so we can help onboard the next person, preserve context, and avoid unnecessary backtracking or a reset based on incomplete information.

✓ Help maintain internal support

- Share progress, wins, and lessons with your board, staff, and stakeholders so the work continues to get the attention and support it needs.

✓ Trust the process

- You do not need to do everything at once, but success does require consistency, responsiveness, and a willingness to work through the process together.

Implementation is designed to be manageable

Locable is built to be implemented in practical steps, not through a painful all-at-once rollout. In many cases, website projects require just 4-10 hours of client time over about 30 days, while Core onboarding often takes less than an hour to get us the information we need to begin setup.

2 RECOMMENDED SOLUTION

Locable is organized around three flexible software Cores so you can start with the area that matters most, reduce busywork quickly, and expand over time as your needs grow.

Community Engagement Core

Keep your **community calendar, business directory, job board, and other community resources** current with less chasing and less manual work. Powered by **Local Connections™**, this Core makes it easier for businesses, partners, and organizations to contribute and stay visible.

Content Marketing & Distribution Core

Simplify **blogging, email newsletters, and outreach** so your team can communicate more consistently with less effort. Guided by the **Marketing 3-4-5™ approach**, this Core helps turn everyday updates into practical marketing with **Guided Blogging™** and **Express Email Newsletters™**.

Administrative Efficiency Core

Streamline with **smart forms, membership management, billing, event registration, payments, sales opportunities tracking, and deliverables fulfillment** in one connected system. This Core helps reduce operational friction, improve follow-through, and keep commitments from slipping through the cracks so your team can spend less time managing details and more time on impact.



Issued
June 30, 2026
Expires
August 31, 2026

Prepared for
Karen Margelofsky
Executive Director
kmargelofsky@stevenspoint.com
+17154960823

This proposal reflects our recommended approach based on your priorities, constraints, budget, and current needs. It may include bundled pricing, promotional discounts, or included services based on the combination of Cores and term selected.

Get 2x \$500 pay-it-forward website credits.

Products & Services	Billing Frequency	Quantity	Unit price	Price
Nonprofit Community Engagement Core - Annual Plan Annual subscription fee for the nonprofit rate at the Coordinate level of the Community Engagement Core, pre-paid with an annual discount.	Annually	1	\$1,188.00 / year	\$1,188.00 / year
Community Engagement Core Onboarding & Account Setup Simply provide business and partner information via spreadsheet - we'll provide a template. Locable will complete account setup activities including setting up the calendar(s), directory(ies), and more. Includes training, our Community Engagement Packet filled with resources, and partner engagement support via our Community Activation Manager. This done-for-you service reduces setup time for many to around 30-minutes and we'll show		1	\$750.00	\$750.00

Products & Services	Billing Frequency	Quantity	Unit price	Price
you how to manage the process so you can make updates and additions as needed in the future.				
Nonprofit Administrative Efficiency Core - Annual Plan Annual subscription fee for the nonprofit rate at the Coordinate level of the Administrative Efficiency Core, prepaid with an annual discount.	Annually	1	\$1,188.00 / year	\$831.60 / year after 30% discount
Up to 125 recurring billing profiles (members).				
Administrative Efficiency Account Setup & Data Migration Simply provide business, vendor, and member information via spreadsheet - we'll provide a template.		1	\$750.00	\$750.00
Account setup for the Administrative Efficiency Core includes configuration of membership types and statuses, billing settings; support for one-time and recurring payments, donation options, vendor payment setup, and form				

Products & Services	Billing Frequency	Quantity	Unit price	Price
setup. We'll help you get the right foundations in place to streamline admin tasks and simplify future growth.				
This done-for-you service reduces setup time for many to around 30-minutes and we'll show you how to manage the process so you can make updates and additions as needed in the future.				
Includes up to 250 Members.				
Nonprofit Content Marketing & Distribution Core - Annual Plan Annual subscription fee for the Coordinate level of the Content Marketing & Distribution Core, prepaid with an annual discount.	Annually	1	\$1,188.00 / year	\$475.20 / year after 60% discount
Content Marketing & Distribution Core Onboarding & Account Setup Locable will complete account setup activities including setup of your Content Marketing Microsite, Guided Blogging™ onboarding		1	\$750.00	\$750.00

Products & Services	Billing Frequency	Quantity	Unit price	Price
with hands-on training, Express Email Newsletter™ configuration, subscriber import (CSV or integration), and setup of your subscriber signup form. We'll also help you prepare your first campaign or post so you can hit the ground running and we'll train your content creators as part of our new Content Marketing Training series. Simply provide your subscriber information via spreadsheet. This done-for-you service reduces setup time for many to around 30-minutes and we'll show you how to manage the process so you can make updates and additions as needed in the future.				
Professional Assistance Website Setup Your website is one of the most critical aspects of marketing and also one of the more challenging tasks to get right. We'll migrate your existing content and		1	\$1,775.00	\$1,775.00

Products & Services	Billing Frequency	Quantity	Unit price	Price
guide in creating additional content based on our proprietary Marketing 3-4-5™ approach. We'll deliver a website with a well-structured modern and mobile-friendly design, and implement calls-to-action along with a robust directory, calendar, job board, and volunteer opportunities board. Includes 10 prepared pages as well as a blog, community calendar, directory, and more including Express Email Newsletters to simplify the creation and sending process, Google Business Profile integration, and cross-promotion. Social media profiles will be featured on the site with links. Migrating blog posts (articles) and events can be done for \$15 per post. Prepared Pages are those pages Locable implements for you utilizing our approach. You're				

Products & Services	Billing Frequency	Quantity	Unit price	Price
free to add unlimited pages and data-driven pages such as the directory, calendar, blog posts, customer reviews, and more don't count toward the Prepared Pages count.				
Advanced design elements and greater customization including integrations are available for an additional one-time fee.				
Annual subtotal				\$2,494.80
				after \$1,069.20 discount
One-time subtotal				\$4,025.00
Discount: August start with 3 Year Agreement get Content Marketing Core (\$1,975.20) free for 12 month (\$475.20-value) and Free Content Marketing and Admin Core Setups (\$1500-value)				
Total			\$4,544.60	

 Pay now

4 IMPLEMENTATION & WHAT TO EXPECT

Once approved, we guide setup in practical steps so your team can get moving without feeling overwhelmed.

What happens next

After approval, we'll confirm your priorities, gather the materials and access we need, and guide you through setup in manageable steps. Your Customer Success Manager will help keep the process moving and make sure your team knows what to expect.

What we need from you

Success comes faster when your team shares information promptly, identifies a clear point person, and stays engaged through onboarding. We keep the process practical, but participation matters.

5 WHY LOCABLE

Locable provides practical software built for Main Streets, Chambers, Tourism organizations, and other community-focused teams that need to keep information current, simplify marketing, and make participation easier without adding more busywork.

Built for small teams

Locable helps small teams bring community engagement, content marketing, and administrative work into one connected system so they can reduce manual effort, improve consistency, and make it easier for businesses, partners, and stakeholders to stay involved.

What makes Locable different

What makes Locable different is that it is built on more than just your website. Guided by our Marketing 3-4-5™ approach and powered by Local Connections™ technology, Locable helps businesses, organizations, and partners contribute once and support multiple parts of your marketing and communications. That creates a more connected, practical system for small teams.

- **Built on a network, not just your website** - businesses, organizations, and partners can contribute once and support your calendar, directory, website, email, and more
- **Less chasing and repeat work** - reduce the manual follow-up, reformatting, and reposting that drain staff time
- **Guided by the Marketing 3-4-5™ approach** - use practical, repeatable activities that help make marketing more manageable and sustainable
- **Designed for small teams** - start with what matters most, simplify recurring work, and grow over time without unnecessary complexity

What organizations like yours are saying



"I save a minimum of 10-15 hours per week using the Locable system. Between the events – newsletters – business blogging and CRM – it makes the day to day work so much easier and faster."

Jayme Chapin
Former Director at Go!Augusta

"As a very small nonprofit with limited staff and not much technical knowledge we needed help to make our vision of a website and community marketing campaign a reality. The ability to integrate platforms and collaborate with community businesses and organizations is a game changer! The people at Locable made it so easy!"

Jody Ocker
Sunbury Revitalization Inc





Locable made what could have been a stressful website transition feel straightforward. Their platform empowers us to better showcase Langley, support our local businesses, and keep our community informed. We're grateful for their partnership and would confidently recommend them to other Main Street programs.

Allison Gubata
Langley Main Street Association

This section outlines the term, renewal details, billing, and important conditions related to the services included in this proposal.

6 AGREEMENT

You will be charged on a recurring basis via credit card or ACH. Setup activities begin once this agreement is signed and the first invoice is paid.

I authorize Locable to automatically charge my [bank account/card] for the agreed amount on a recurring basis until I cancel in writing at least 30 days before my renewal date.

This proposal is made in conjunction with Locable's Terms of Service, Privacy Policy, and applicable software plans as outlined at www.locable.com.

Promotional discounts may be included when combining cores.

This Agreement outlines a 3-year commitment covering multiple service plans, billed annually. As part of this Agreement, the Content Marketing & Distribution Core is included at no cost for the first 12 months.

This Agreement is non-cancelable during the 3-year term. Your account will automatically renew on an annual basis thereafter unless cancellation or changes are submitted in writing at least 30 days prior to the renewal date.

7 APPROVAL

By accepting this proposal, you confirm that you are authorized to approve this agreement on behalf of your organization and that your team is ready to move forward with the recommended services.

Signature

Choose a profile to start the e-signature process.

Karen Margelofsky
kmargelofsky@stevenspoint.com

Verify to sign

Print