



**Board Meeting Minutes
April 30, 2014**

Call to Order

The Chair called the meeting to order at 12:00 pm.

Members Present

Brandon Ball, Steve Brower, Rachel Estabrook, Colleen Kenny, Barry Lind, Jeff Reau, Lee Trucks, Shari Wild

Members Absent

John Smith

Also Present

Patrick Kay (Executive Director), Dianna Wall (Manistee Area Chamber of Commerce), Eric Sagonowsky (Manistee News Advocate)

Approval of Agenda

There was a MOTION by Ms. Kenny, supported by Mr. Brower, that the Agenda be accepted as presented.
MOTION CARRIED

Public Comment

None

Approval of Budget for Fiscal Year 2014-2015

It was noted the proposed Budget for Fiscal Year 2014-2015 had been previously distributed. Mr. Kay read through the budget memo he had previously distributed. Suggested changes to the proposed budget:

- Move the Homegrown Sponsorships line item \$3,750 to the correct line item Hops & Props Food and Drink Sales.
- Add a line item Developer Day Sponsorship, \$1,000
- Reduce Annual Strategic Planning to \$750
- Total Office Related Expenses would change to \$8,480
- Total Personal Expenses unchanged \$70,380
- Remove accounting services as needed \$2,000
- Total Fee Related Expenses would change to \$152,838
- Total Contributions (5% set aside for Land Acquisition) remains the same \$13,500
- Reduce Downtown Maintenance to City to \$6,800
- Reduce Local Façade Grant Program to \$5,000
- Move Christmas Decorations to Design Committee, \$10,000
- Total Design Committee Related Expenses would change to \$74,605
- Reduce Developer Day to \$2,000
- Reduce Recruitment Mobilization Team to \$750
- Total Economic Restructuring Committee Related Expenses \$4,700
- Change Volunteer Recruitment & Development to \$1,800
- Move Website Development \$6,000 to Marketing & Promotions Committee
- Increase Website Hosting to \$175

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- Total Organization Committee Related Expenses \$3,773
- Reduce Co Op Advertising DDA Contribution to \$5,000
- Total Promotions Committee Related Expenses \$85,340

There was a MOTION by Mr. Reau, supported by Mr. Lind, to accept the Proposed Fiscal Year 2014-2015 Budget with the suggested changes and projected revenue of \$413,850 and projected expenses of \$413,616 with a surplus of \$234. MOTION CARRIED

Approval of Amended Budget Fiscal Year 2013-2014

This item was tabled.

Public Comment

None

Adjournment

There being no further business, there was a MOTION by Mr. Trucks, supported by Mr. Reau that the meeting be adjourned and the meeting was so adjourned at 2:25 pm.

Respectfully submitted on May 14, 2014

Dianna Wall, Recording Secretary

4 30 14 minutes approved at the MSDDA meeting on: _____