

DOWNTOWNMANISTEE

michigan

Board Meeting Minutes October 8, 2014

Call to Order

The Chair called the meeting to order at 12:03 pm.

Members Present

Brandon Ball, Valarie Bergstrom, Rachel Estabrook, Colleen Kenny, Todd Mohr, Sara Spore, Shari Wild

Members Absent

Barry Lind, Jeff Reau

Also Present

Patrick Kay (Executive Director), Dianna Wall (Manistee Area Chamber of Commerce), Mitch Deisch (City of Manistee), Thomas Johnson

Approval of Agenda

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

Public Comment

None

Approval of Minutes

There was a MOTION by Ms. Kenny, supported by Mr. Ball, that the minutes from the regular meeting on September 10, 2014 be accepted as presented. MOTION CARRIED

Treasurers Report

It was noted that the September Check Register, the Balance Sheets and Profit and Loss Report had been previously distributed.

There was a MOTION by Mr. Ball, supported by Ms. Spore to accept the Treasurers Report as presented to be placed on file. MOTION CARRIED

Marketing & Promotions Committee

It was noted that the minutes from the Marketing & Promotions Committee meeting had been previously distributed. Mr. Kay reported Mr. Mohr is the new chair of that committee. Ms. Estabrook noted that receivables should not be listing in the Sleighbell Festival Sponsorships, the \$2,500 DTE Energy has not been received as they would like a tax credit. The event is on schedule, the brochure will be going to the printer on Friday and this year the parade will be televised.

Mr. Kay reported that Hops & Props on the River lost approximately \$10,000 due to lack of attendance, the weather and the time change of the event.

Organization Committee

It was noted that the minutes from the Organization Committee had been distributed. Mr. Kay reported Ms. Spore is the new chair of that committee. Items reviewed from those minutes: \$24,000 had been collected in Downtown Dollars; the Volunteer Appreciation event will be combined with the Annual meeting and newsletters.

Design Committee

It was noted the minutes from the Design Committee meeting had been previously distributed. Items reviewed from those minutes: Planter designs and RFP for riverwalk maintenance. Ms. Wild reported the Design Committee would like to table the Two Way Traffic Proposal. Discussion followed. There was a MOTION by Ms. Kenny, supported by Ms. Estabrook to table the Two Way Traffic Proposal for Five years. MOTION CARRIED

Economic Restructuring Committee

It was noted there were no minutes from the Economic Restructuring Committee. Mr. Ball reported that committee is finalizing the new loan paperwork, working on business education and a meeting with Meijer's.

Old/New Business

Creation of 501c3

An attorney and/or CPA will be invited to the next meeting to discuss the creation of a 501c3.

Michigan Main Street Design Assistance Request 86 Washington Street

There was a MOTION by Mr. Ball, supported by Mr. Mohr, to submit the Michigan Main Street Design Assistance Request Form for 86 Washington Street (North Channel Outlet). MOTION CARRIED

Holiday Decorations

There was a MOTION by Mr. Mohr, supported by Ms. Kenny, to transition funds (10,000) from the Land Acquisition Account, for holiday decorations for 2014 only. MOTION CARRIED

Advertisement in the Manistee Visitors Guide (\$3,024 full page back cover)

There was a MOTION by Ms. Kenny, supported by Mr. Ball, to approve the Visitors Guide ad for \$3,000. Discussion followed. MOTION FAILED

After further discussion, consensus of the Board is to have Mr. Kay email the directors the Visitors Guide advertising options for their review and consideration.

Other

Mr. Kay reported a bill for electrical repair during Hops & Props on the River was received for \$1,500. He noted an additional expense of \$692 will be for the auditing firm as corrections to journal entries were never made.

Public Comment

None

Adjournment

There being no further business to be brought before the Board, the meeting was adjourned at the call of the chair at 1:35 pm.

Respectfully submitted on November 12, 2014

Brandon Ball, Secretary

10 8 14 minutes approved at the MSDDA meeting on: _____