

**Manistee Main Street DDA
Board Meeting Minutes
March 9, 2016 @ City Hall**

Call to Order

The Acting Chair called the meeting to order 12:04pm

Present

Jackie Gielczyk, Todd Mohr, Valarie Bergstrom, Sara Spore, Barry Lind, Rachel Brooks
Jeff Reau, Colleen Kenny, Brandon Ball, Chelle Hrachovina (Executive Assistant)

Guests

Jim Smith, Roger Zielinski, Patrick Kay, Thad Taylor

Approval of Agenda

There was a MOTION by Mrs. Bergstrom, supported by Mrs. Kenny, to approve the agenda with the addition of adding the item Changes to the Job Description for the Executive Directors Position, between Work Plans & Budgets and Contracts. MOTION CARRIED

Public Comment

No public comment

Consent Agenda

There was a MOTION by Ms. Brooks, supported by Mrs. Bergstrom, to approve the consent agenda as presented. MOTION CARRIED

Approval of Liquor Licenses for Women's Wine & Chocolate Walk, May 7, 2016

There was a MOTION by Ms. Gielczyk, supported by Mr. Mohr, that the application from the Manistee Downtown Development Authority for a special license to serve alcohol during the Women's Wine & Chocolate Walk on May 7, 2016 from 2pm – 6pm, to be located at Day Break 384 River St., Kellie's Hallmark 445 River St, Big Fish 391 River St., Outpost 359 River St, Northern Spirit and Gift Shoppe 389 River St, Happy Hippie 81 Division St. Wahr Hardware 87 Division St. and Port City Organics 328 First St. MOTION CARRIED

Host an AmeriCorps Vista

There was discussion about this being a very beneficial opportunity but it might not be the right time for it this year. The item will be re-looked at during next year's strategic planning session.

Work plans & Budget

It was noted that budget information was distributed to the board members, and reviewed. There was general discussion about possible opportunities to cut costs. The board will look into a couple options and will meet again on March 22, 2016 at noon to go over their findings.

Contracts

There was a MOTION by Mr. Lind, supported by Mr. Ball, to approve the Board Member, Committee Chair, and Committee Member contracts as presented. MOTION CARRIED

Other Business

- a. North Channel Outlets – no update
- b. Plymouth workshop and trainings – there was discussion about trainings and workshop opportunities. When a board member, or staff, attends they will be given 15-20minutes at the next regular board meeting to report back on what they learned.

Public Comment

No public comment

The meeting was adjourned at 1:27pm

The Board will meet again on March 22, 2016 at 12:00pm to continue reviewing the budget, and the next regular meeting will be April 13, 2016 at 12:00pm