EVART DOWNTOWN DEVELOPMENT AUTHORITY
Thursday, October 11th, 2018 8:00 AM
Evart DDA Office 127 North River Street

Minutes

1. The meeting was called to order by Bengry at 8:03 am in the conference room located at 127 North River Street, Evart, Michigan 49631

2. Attendance:

Present: Alan Bengry, Ashlyn Melanson (8:08 am), Lynn Salinas, Molly Cataldo, June Marie Essner, Jason O'Dell (8:11 am), Zackary Szakacs

Absent: Karen Copeman, Shannon Schmidt

3. Introduction of Guests: Sarah Dvoracek, Bre Grabill
4. Citizen Comments: None
5. Approval of Agenda: The agenda was approved as presented.
6. Approval of September 11th, 2018 meeting minutes:
7. Moved by Essner, supported by Szakacs that the September 11, 2018 minutes be approved as presented.

   Ayes: 5 Nays: 0 Result: Carried

8. Approval of Vendor List for amount of $5461.37

   Moved by Cataldo, supported by Essner that the vendors list in the amount of $5461.37 be approved as presented.

   Ayes: 5 Nays: 0 Result: Carried

9. President's Comments: None
10. Director's comments:
    a. Budget Tracking spreadsheet presented. This will be an ongoing report.
    b. CEC Conference in Charlevoix – Entrepreneurial Focus:
        i. Director Tiedt attended and reported a large representation of Chambers was present at the event. Highlighted that one Chamber presented on the success of a "Shark Tank" project that generated a lot of interest in their community.

c. Evart Area Chamber of Commerce: Director Tiedt intends to include the Chamber's logo on future marketing pieces that are distributed in the community as a way to aid the Chamber in getting more exposure.
d. DDA/MMS Board Commitment Letters to be implemented stating the commitment required and expectations of being a DDA/MMS Board Member.
e. Ventra bought Dean's Dairy property from current owners.
f. Farmer's Market September 2018 results given by Essner.
    i. $1322.65 Vendor's List, 12 vendors/week average, $5007 in sales (increase to this number expected), 1295 customer count.

11. Old Business
    a. MMS
        i. Upcoming training dates: Strategy Meeting November 8, 2018 8:30 AM – 11:00 AM for Board and Committee Members at the DDA Office. MMS Representation from the state level will be present.
        ii. Pledge invoices progress: Continue to receive incoming pledges. Director Tiedt will put report together for the next board meeting in November.

12. New Business
    a. Presentation and Q&A by Promise Plus – Bre Grabill, Chair
        i. In fundraising mode with goal of $200,000 before program going "live"
        ii. Sustainability a main focus
        iii. Note that Board Chair Bengry made comment that the DDA as an organization is not able to make donations to non-profit organizations.
    b. DDA Self-Assessment top 3 areas of focus: Director Tiedt to send out information within one week. Would like it reviewed and board responses received in time to prep it for the November 8th meeting with MMS.
    c. Proposed By Law revision, discussion as a Board regarding the document. Noted recommended changes and updates. Director Tiedt to make revisions and submit to the City of Evart for approval at the Monday, October 15, 2018 City Council meeting.

Moved by Szakacs, supported by Salinas that the By-Laws be accepted as revised.
Ayes: 7 Nays: 0 Result: Carried

    d. Bank Signature Cards: Signed by designees.
    e. Façade Improvement Request – No Loose Ends:

i. Discussion regarding the approval process of these applications. Preferred method is face-to-face at board meeting verses email.
ii. Discussion on the future of the Façade Program and how it will evolve as we continue to move forward as a MMS Select Level Community.

Moved by Szakacs, supported by Salinas to approve this façade request.

Ayes: 7 Nays: 0 Result: Carried

13. Adjournment

Moved by Szakacs, supported by Salinas that the meeting be adjourned

Ayes: 7 Nays: 0 Result: Carried