EVART DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, December 11, 2018 8:00 AM
Evart DDA Office 127 North River Street

Minutes

1. The meeting was called to order by Bengry at 8:04 am in the conference room located at 127 North River Street, Evart, Michigan 49631

2. Attendance:
   Present: Alan Bengry, Ashlyn Melanson, Lynn Salinas, Molly Cataldo, June Marie Essner, Karen Copeman, Jason O'Dell (left at 8:30 am), Sarah Dvoracek

   Absent: Shannon Schmidt

3. Introduction of Guests: None

4. Citizen's Comments: None

5. Approval of Agenda: The agenda was approved with one addition of letter "e" Electronic Banking under New Business.
   Moved by Essner, supported by Salinas to approved the agenda with one addition of letter "e" Electronic Banking under New Business.
   Ayes: 8 Nays: 0 Result: Carried

6. Approval of November 13th, 2018 meeting minutes:

   Moved by Salinas, supported by Essner that the November 13, 2018 minutes be approved as presented.
   Ayes: 8 Nays: 0 Result: Carried

7. Approval of Vendor List

   a. BS &A working to rewrite QuickBooks data into a compatible format. In the interim all necessary bills will be paid.

8. President's Comments: None

9. Director's comments:

   a. No movement on the sale of the building. Will check into rezoning it for residential.

b. Director to apply to be a Board Member for the Evart Chamber of Commerce.
c. Façade improvements at No Loose Ends is almost complete. Expected in December 2018.
d. Contract for Christmas Lights has expired. Need to determine if the City of Evart will host their own lights or enter another contact. Discussions with the City has commenced.

10. Old Business

a. MMS

i. February 14th, 2019 set for upcoming training. Discussion on who to invite. It was decided to roll out to public in April.
ii. Fund raising letters to be sent out in January 2019.

11. New Business

a. Director's Contract: Contact to be amended to reflect the accurate health insurance amounts.
b. The Library is proposing to put up a LED Sign on the side of the museum so traffic along US 10 can see it. The Library wants to participate in the Façade Program.
c. Sound Equipment: Waiting on a contract from Eagle Village. Sale price $6,000 to be paid over a period of 6 months starting in 2019. Tent and dolly are not part of the sale. Contract to be reviewed by the City of Evart Attorney.
d. Farmer' Market Update and Discussion: None
e. Electronic Banking

Moved by Cataldo, supported by Copeman that Lynn Salinas be assigned as the Administrator to the online banking and authorization as users be granted to June-Marie Essner, Sarah Dvoracek and Lynn Salinas.

Ayes: 7 Nays: 0 Result: Carried

12. Adjournment

Moved by Cataldo, supported by Copeman that the meeting be adjourned at 9:19 AM.

Ayes: 7 Nays: 0 Result: Carried