

EVART DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday August 14th, 2018 8:00 AM

Evart DDA Office 127 North River Street

Minutes

The meeting was called to order by Bengry at 8:07 am in the conference room located at 127 North River Street, Evart, Michigan 49631

1. Attendance

Present: Alan Bengry – Chair, Shannon Schmidt – Vice Chair, Molly Cataldo – Secretary, Lynn Salinas – Treasurer, Ashlyn Melanson - Director, June Marie Essner - Director

Absent: Karen Copeman, Jason O’Dell, Zackary Szakacs

2. Introductions of Guests: Sarah Dvoracek, City of Evart, Treasurer & Assistant City Manager

3. Citizen Comments: None

4. Approval of Agenda: Agenda was approved without changes noting that the Farmer’s Market update will be given by June-Marie Essner under Director’s Comments.

5. Approval of July 10th, 2018 meeting minutes

Moved by Cataldo, supported by Schmidt approve the July 10th, 2018 minutes

Ayes: 7 Nays: 0 Result: Carried

6. Approval of vendor list

Moved by Essner, supported by Salinas to approve the June vendor list of \$7,185.89

Ayes: 6 Nays: 0 Abstain: Salinas Result: Carried

7. President’s Comments: Bengry asked for any update on the Dairy. Discussion followed. Cataldo will ask for an update at the next LDFA Board Meeting and report back to the board.

8. Director Comments:

a Sound System: new speaker purchased for \$1,199. Existing speaker will be repaired and used as a spare.

b Entrepreneurial Conference: Charlevoix on October 3rd and 4th, 2018. Two rooms will be available for DDA/MMS Board members to attend. Director Tiedt

emailed information and requested that those interested respond to him via email.

- c Audit: Set for September 10, 2018.
- d Lamplighter Café Ad Request: New menus being published, asked DDA/MMS to advertise. It was suggested that the Lamplighter be provided with an “I LOVE EVART” logo to use, but that we would not be purchasing an ad.
- e Promotional Items: Director Tiedt in process of ordering roughly \$500 in promotional “I LOVE EVART” items.
- f Director Tiedt will be out of the office August 17th and 18th. Requested DDA/MMS representation at the Summer Concert Series Horizon concert on August 18th. Cataldo and Essner volunteered to cover the event.
- g Farmer’s Market: Update given by Essner to include average number of vendors, customers and sales. President Bengry mentioned a grant available thru OCCF, Healthy Youth & Seniors that the Market Manager may want to explore.

9. Old Business

- a MMS:
 - i Potential training dates discussed. Two-day training potential dates to include September 17th – 19th. September 18th will for certain be an evening meeting with a morning meeting on either the 17th or 19th. October 8th and 9th Directors Retreat. October 16th, Strategy meeting.
 - ii Pledge invoices have all been mailed.
- b Summer concert series:
 - i Donation update
included in packet
 - ii OCCF grant funds have
been received.
- c MCACA Grant
 - i Personal / Organizational Development Grant applied for
August 3, 2018.

10. New Business

- a Building Maintenance/Proposal: Director Tiedt made a presentation as to the extent of repair needed to maintain the DDA/MMS Office current location. Included but not limited to roof, eaves, porch and interior repairs. Director Tiedt will begin exploring the option of selling the building as per the direction of the Board.
- b A&Z Sales and Service Façade Request: \$500 for signage. Request reviewed.

Moved by Cataldo, supported by Schmidt that the request be approved in the amount requested.

Ayes: 7 Nays: 0 Result: Carried

- c National Main Street Membership. This is a budget item and Director Tiedt will submit our membership and the \$350 fee.
- d Presented by Schmidt to pay \$300 from the Event Support allocated funds to cover the DJ that provided services on the 4th of July.

Moved by Essner, supported by Cataldo that we pay the DJ \$300 noting that this should be requested before the event in future years.

Ayes: 7 Nays: 0 Result: Carried

11. Adjournment

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

Ayes: 7 Nays: 0 Result: Carried

Meeting adjourned at 9:48 a.m.