

MINUTES OF A REGULAR MEETING OF  
THE MILAN MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
HELD ON MONDAY, JULY 17, 2017, AT 5:30 P.M. IN THE CONFERENCE ROOM OF MILAN CITY HALL.  
147 WABASH ST., MILAN, MI 48160

The meeting was called to order at 5:30 P.M. by Chair Doug Strader.

**MEMBERS PRESENT:** Michael Armitage, Robert Miller, Carrie Ritchie, Jade Smith, Dave Snyder, and Doug Strader. Executive Director Jill Tewsley and VISTA member Tori Dillinger were also present.

**ABSENT:** Sal Calabrese (exc), Barbara Gardinier, Ryan Royal (exc), Ryan Wilman

**VISITORS:** None

**APPROVAL OF AGENDA:** for July 17, 2017. Moved by Smith, seconded by Ritchie. Approved unanimously.

**APPROVAL OF MINUTES:**

Minutes for June 19, 2017, were presented for approval. Moved by Ritchie, seconded by Smith, that the minutes be approved. Passed unanimously.

**INFORMATION TO RECEIVE AND FILE:**

1. Financial Report—The financial report from the City Treasurer was presented.
2. Michigan Main Street Monthly Status Report—The report was included in the packet.
3. Monthly Status Report of staff activities—The report was in the packet.
4. Development Report—The report was included in the packet.
5. City Council Work Session Report from July 10 (as compiled by Dave Snyder)—The report was included in the packet.

Motion to receive and file by Smith, seconded by Snyder. Passed unanimously.

**OLD BUSINESS DISCUSSION:**

1. Main Street Branding Update—A short report was presented. The committee reviewing the recommendations is to meet to discuss any further feedback to be shared with the facilitator Ben Muldrow.

**NEW BUSINESS DISCUSSION:**

1. Work Plan: Student Art Commission—A work plan was presented and approved along with the expenditure of \$1000 proposed by the work plan. A committee to plan the future of the work plan (future years) is to be set up by the Chair.
2. Monthly Board Goals—This month's goal...bring one confirmed sponsor to the July meeting. Next month, provide a potential sponsorship to Jill for follow up. The new sponsorship packets are now available for facilitating requests for funding.
3. Main Street Business Update—
  - a. Watchtower Comics and Collectibles is coming from Dexter to a space inside the Collins Center.
  - b. The Owl has received its liquor license and will begin evening hours starting August 4.
  - c. FitMod has moved to 23 Wabash Street in a greatly expanded facility.
  - d. A training program on the graphic design program Canva will be presented on August 9 in CoMila.

4. Social Media Transition Recommendation—The group was asked to prepare a revised Work Plan describing what is needed to create a smooth transition of Social Media responsibilities when Tori leaves.
5. GMACF Grant Application—There was a short discussion of the GMACF grant process. ED Tewsley will prepare an application for a grant and submit it by the upcoming deadline.

**VISITOR COMMENTS:** None

**ADJOURNMENT:** Motion by Ritchie, seconded by Smith, to adjourn meeting at 6:31 PM. Motion carried unanimously.

Next regularly scheduled meeting is Monday, August 21, 2017, at 5:30 PM.

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Doug Strader, Chair

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David W. Snyder, Secretary