

MINUTES OF A REGULAR MEETING OF
THE MILAN MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY BOARD
HELD ON MONDAY NOVEMBER 20, 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 5:34 P.M. by Chair Doug Strader.

MEMBERS PRESENT: Michael Armitage, Sal Calabrese, Barbara Gardinier, Robert Miller, Carrie Ritchie, Ryan Royal, Jade Smith, Dave Snyder, and Doug Strader. Executive Director Jill Tewsley was also present.

ABSENT: Ryan Wilman (exc)

APPROVAL OF AGENDA: for November 20, 2017. Moved by Ritchie , seconded by Smith. Approved unanimously.

APPROVAL OF MINUTES:

Minutes for October 16, 2017, were presented for approval. Moved by Smith, seconded by Calabrese, that the minutes be approved. Passed unanimously.

RECEIVED AND FILED:

1. MMS/DDA Fund Balance (in packet)
2. MMS/DDA Income YTD (in packet)

It was moved by Snyder, seconded by Calabrese, that the items above be received and filed. Passed unanimously.

OLD BUSINESS:

1. National Association of Realtors Alley Activation Grant: Milan was approved for a \$4000 grant from the NAR. It was moved by Snyder, seconded by Calabrese, that we accept the grant. Passed unanimously. It will also require consideration by the City Council.

NEW BUSINESS DISCUSSION:

1. Pop On Main Street: Our Small Business Saturday event is scheduled for Saturday, November 25. Each member should promote the event. Volunteers are needed.
2. All Committee Meeting: Scheduled for December 6.
3. Let's Chill Winter Fest Update: Plans are progressing.
4. 2018 Work Plans and Budgets: We need to start budget planning soon. The Board also needs to create a list of potential directions to be pursued during the 2018-19 budget year.
5. Sign and Façade Incentives/Grants: A subcommittee (Jade, Jill, Dave, Sal) was appointed by the chair. It will discuss and bring a proposal to a future meeting.
6. Executive Director Pay: It was moved by Smith, seconded by Ritchie, that pay for the Executive Director be increased by 1% and made retroactive to the beginning of the budget year. Further, that plans be made for an evaluation process of the Executive Director by the Board for the coming year and that future pay be related to that evaluation. Passed unanimously.

(more)

VISITOR COMMENTS: None

ADJOURNMENT: Motion by Ritchie, seconded by Smith, to adjourn meeting at 6:45 PM. Motion carried unanimously.

Next regularly scheduled meeting is Monday, December 18, 2017, at 5:30 PM at Milan City Hall.

Doug Strader, Chair

David W. Snyder, Secretary