

Virtual Meeting Instruction

DOWNTOWN NEIGHBOR NETWORK ADVISORY



Hello,

For the safety and wellbeing of our members and employees, we would like to continue to move GR Forward through virtual meetings.

We have decided to use Microsoft Teams for video/phone conferencing for all upcoming board and alliance meetings. Teams has many exciting features including screen sharing, recording, live captions, file sharing, and more. Below are instructions on how to access your upcoming virtual meeting.



MICROSOFT TEAMS

How to Join the Meeting:

1. It is recommended to download the App (not necessary):
 - a. [Apple Devices](#).
 - b. [Android Devices](#).
2. When you click the following link, it will prompt you to choose: Launch App, Download App, or Join by the web.
3. [Click here](#) to access the Team meeting.
4. **Allow access to your mic and camera** (this is very important for you to join the conversation).
5. Prior to joining the meeting, it will require you type your name. Make sure your mic and audio are on and select join.

Virtual Meeting Etiquette:

- Test the app and all technology (including camera/video, Wi-Fi, and audio) before the meeting.
- Always have a contingency plan, you may want to download the app to a second device.
- Mute your microphone when you are not speaking.
- Start a comment by saying your name. Not everyone may recognize your voice. This practice also facilitates the work of the person who is taking minutes.
- Be aware of your surroundings: make sure your background is professional and work appropriate.

If you have any questions or need further assistance, please email officeadmin@downtowngr.org. Thank you!

AGENDA



DNN Advisory

Members:

Christopher Billmeier • Daniel Drent • Latesha Lipscomb • Kelli Jo Peltier • Neil Sly • Kathy Steindler • Eddie Tadlock • Jim Talen • Mark Tangen • Celeste McDonald • Paul Skentzos • Emma Suarez Pawlicki • Teresa Haggarty • Hal Froot

January 06, 2022

11:30pm- 1:00pm

29 Pearl Street NW, Downtown Grand Rapids Inc.

- | | |
|---|------------------|
| 1. Introductions, New Members | All Members |
| 2. Approve December 2021 Meeting Minutes | |
| 3. Updates | DGRI Staff |
| ○ DID Reauthorization | Melvin Eledge |
| ○ Pedestrian Safety Project | Kendsie Channing |
| 4. Developing Protocols for Partnership Requests | All Members |
| 5. Neighbor Event: January 14, 2022, 5:00 PM at Lyon Square | All Members |
| 6. Public Comment | |
| 7. Adjourn | |

Our next meeting will be held in-person on February 3, 2022, at 11:30 am.

The DNN exists to foster a community of downtown neighbors that are connected, informed and empowered to improve downtown living.





Downtown Neighbor Network Advisory

December 2, 2021

1. Call to order: Ms. Peltier called the meeting to order at 11:40 am.

- 2.

DNN Members Present: Arianna Skentzos, Daniel Drent, Laurie Craft, Kelli Jo Peltier, Christine Carson, Christopher Billmeier, Kathy Steindler, Jim Talen, Eddie Tadlock, Mark Tangen, Neil Sly and Latesha Lipscomb.

DNN Members Absent: Jonathan Shotwell and Rose Martinez White

Others Present: Corey Mathein, Melvin Eledge, Megan Catcho, Kendsie Channing, Mandy McDaniel (DGRI Staff).

3. Introductions

4. Approval of September and November 2021 Meeting Minutes

Mr. Talen noted Kendsie was missing in attendance in November minutes.

Eddie Tadlock, supported by Daniel Drent, motioned to approve both September 2021 and November 2021 meeting minutes with changes. None opposed. Motion passed.

5. New Advisory Member Recruitment

Ms. Peltier stated the nominating committee met and reviewed the 8 applications and narrowed them down to 5. Kendsie will ask the final applicants to join the advisory beginning January 2022. Once accepted, Kendsie will send a welcome email to introduce the new members.

6. Updates:

- a. Wayfinding

Mr. Eledge presented the wayfinding update. Color samples and a printed life-size illustration of the new pedestrian kiosk were presented to members. The new wayfinding system will increase pedestrian signage rather than the current auto-centric

signage. The new system will unify and connect street wayfinding with the skywalk wayfinding system. Digital, 21st-century technology will be introduced through interactive kiosks. A proposal for phase 4 of the project (implementation) will be voted on next week at the DDA Board meeting. The goal is to start deployment in spring 2022.

Ms. Laurie Craft asked where will the signs go. Mr. Eledge stated in the beginning phases of the project it was determined to prioritize all current signage locations and add additional wayfinding where there is a need. Phase 1 of the project will update all skywalk signage. Followed by the core of downtown with an emphasis on pedestrian signage. The last phase will replace vehicular signage.

All DNN Members are invited to a Wayfinding Open House at DGRI on December 15th, 4-6 pm.

b. WOW 2022

Ms. Catcho presented several large art installations coming to the downtown area for World of Winter 2022. The ten larger art installations will be displayed at different times during the 2-month long festival. Multiple event series will reoccur throughout the festival, such as walking tours, pop-up performers, outdoor fitness series, movies on the piazza, and more. There will also be a silent disco, drag show, and noodle fest. Please visit worldofwintergr.com for an event calendar and art installation map.

Ms. Latisha Lipscomb asked for more information on the event position DGRI is hiring. Ms. Megan Catcho stated we are looking to hire an intern for the festival. Ms. Kathy Steindler asked how we involve public schools. Ms. Catcho stated schools this year will be given posters or informational material for students and staff.

Save the date - January 14, 2022! There will be an exclusive walking tour event for downtown neighbors. Details to follow.

c. Ped Safety Project

Mrs. Channing gave a brief update on the pedestrian safety project. Surveying is set to begin in January 2022 and continue through the year. Two volunteers are needed at least once a week. Members are encouraged to begin conversations with friends and neighbors to get involved. Sign-up information to be announced at the January meeting.

d. HOT update

Mrs. Channing shared the HOT Dashboard (link in agenda). The city is working on updating the information. Members are encouraged to share the link with neighbors and community partners. Ms. Lipscomb asked how long the program will be funded. Ms. Peltier stated the city is planning indefinitely and HOT is hiring more employees to expand time out in the community. Ms. Steindler suggested adding the HOT information in the DNN newsletter.

7. Planning Neighbor Events for 2022

Mrs. Channing encouraged members to brainstorm event ideas for 2022. Some suggestions were sneak peek at restaurants, DNN collaboration with cultural or diversity events, and introduce neighbors from diverse backgrounds to build relationships. Ms. Lipscomb suggested collective outreach, such as serving food together or bag groceries where we are effecting change. There are still concerns about COVID and something to consider when planning.

8. Member Discussion

Mrs. Channing asked for feedback on the DNN newsletter and members expressed how much they enjoy it. Members were asked if they would be willing to be featured in a future newsletter.

Quality of Life update - The letter was received by the city. Mark Washington acknowledged he is looking at it.

9. Public Comment

None.

10. Next meeting January 6, 2022

Minutes taken by:
Mandy McDaniel
Administrative Assistant
Downtown Grand Rapids Inc.