



Minutes

Board of Directors – Grand Haven Main Street

January 11, 2018

Council Chamber at City Hall

Chair Behm called the meeting to order and did roll call at 7:01 a.m.

Present: Sharon Behm, CarrieAnne Engels, Geri McCaleb, Steve Loftis, Mary Janusz, Bob Warren, Carolyn Taylor, Cyndi Casemier, Kristin Hibbard, Todd Anthes, Nickie Schroeder

Absent: Dave Garland, John Steinbach

Also Present: Diane Sheridan, Pat McGinnis

The Mission, Vision and Position Statements were read aloud.

Call to Audience/Public Comments: none

Approval of Minutes and Accept the Financial Report

Moved by Cyndi Casemier, second by Geri McCaleb, to accept the minutes from the December 14, 2017, meeting and to receive the financial reports from December, 2017. Motion carries.

Proposed Slate of Officers for 2018

The following slate was announced at the December meeting:

Chair	Sharon Behm
Vice Chair	Cyndi Casemier
Treasurer	Carolyn Taylor
Secretary	Todd Anthes
Past Chair	George Gardener

The Chair invited additional nominations, none were forthcoming.

Motion by Geri McCaleb, second by Nickie Schroeder, to approve the proposed slate of officers for 2018. Motion carries.

2018 Downtown Flower Planters: Review Bids

Requests went out to nine companies, the announcement was posted on social media and other outlets. Three bids were received. The low bid was received from City Farmer in the amount of \$5,378.18.

Motion by Carrie Anne Engels, second by Bob Warren, to recommend to City Council to accept the bid from City Farmer in an amount not to exceed \$5,378.18. Motion carries.

Director Performance Evaluation

Evaluation was conducted last Thursday and the Director received a satisfactory rating. The evaluation team consisted of the Executive Committee. Positive, measurable performance goals were set for the coming year. Diane requested a closed session to further discuss her evaluation.

Motion by CarrieAnne Engels, second by Bob Warren, to enter closed session at 7:20 a.m. for the purpose of evaluating the Director. Motion carries.

The Main Street DDA Board reconvened in open session at 7:53 a.m.

Motion by Todd Anthes, second by Nickie Schroeder that the Director's salary be adjusted to \$66,726, effective July 1, 2018. Motion carries.

Chairman's Report

a. Development Discussion: Pere Marquette Place

Sharon explained that this development was in the Downtown Development Authority district and in December the Executive Committee met with the developers of this planned 12-unit residential development on N 3rd Street. The project requires a Planned Development amendment to the Zoning Ordinance and was recommended for approval by the Planning Commission on Tuesday, January 9. The PD ordinance was recommended to City Council without short-term rentals allowed. Sharon requested a Resolution of support for the PD.

Motion by Cyndi Casemeir, second by Carolyn Taylor to recommend that the PD be approved by the City Council as proposed by the developers (with permission to offer short-term rentals). Motion carries.

b. Taste of Main Sponsorships

Sample sponsorship letters are requested for the event – each Board Member is asked to submit three contacts and staff will mail packets. Board members are then asked to follow up with the potential sponsor. A sample letter is included in this month's board packet.

c. Coast Guard Festival Committee

MSDDA has a seat on the Committee. Diane Sheridan has served in this position for the past four years. A Board Member is asked to step up and be the representative.

Bob Warren nominated Sharon to serve as the MSDDA Representative, second by Geri McCaleb. Motion carries.

Director's Report

a. The MEDC may cover the website redesign as our technical assistance for this year; director is working with Michigan Main Street on this possible service.

b. Trick or Treating/Light Night reports were reviewed and approved at the Promotions Committee meeting last month, included in this month's board packet for board review.

Additional Topics

- Donaylle Nicole Hair Salon is closed and the building space has sold to a local property owner
- 232 Washington has sold (West Michigan Pawn)
- Wine about Winter is tomorrow night – 200 admissions packages have already been sold
- Stadium project remains on schedule; arts elements are under discussion
- Halloween event downtown will be from 4:00 – 5:30 p.m. next year
- New Year's Eve Anchor Drop was a success; lots of people helped us ring in the New Year

Meeting Adjourned at 8:30 a.m.

Minutes respectfully submitted by Todd Anthes, Secretary