

Minutes
Board of Directors
Grand Haven Main Street
March 9th, 2023
City Hall, 519 Washington

1. **Meeting Called to Order at 7:03 a.m.**
2. **Present:** Joyce Workman, Chris Weavers – Stevenson, Kristin Hibbard, Cara Galbavi, Cathy McNally, Judy Boyle, Laura Girard, Todd Hancock, Kelly Larson, Lynn Negen, Nathan Patterson, Bob Warren, Todd Anthes, Jeremy Swiftney
3. **Call to Audience/Public Comments:** Two Facebook viewers no Comments.
4. **Acceptance of the Consent and Regular Agenda:**

a. Motion by Kelly Larson, Second by Todd Anthes to accept the regular and consent agendas

Yes: Bob Warren, Nathan Patterson, Lynn Negen, Kelly Larson, Todd Hancock, Laura Girard, Judy Boyle, Cathy McNally, Cara Galbavi, Kristin Hibbard, Chris Weavers, Todd Anthes, Joyce Workman

Abstain:

Motion Carries

Notes:

Kelly Larson would like to add Big Shop and change of BOD meeting time to regular agenda. Also would like to discuss expansion of the budget.

Discussion by board – Mayor spoke about process for adding an item to the agenda. Ex Comm sets agenda for BOD after its meeting the Thursday prior. Distinction between board member and constituent item – Todd Anthes.

Mayor feels a lot of what happens with DDA is not discussed at this meeting but is presented to Council by Jeremy. Protocol discussed for items that are discussed at BOD.

Mayor would like to add these items:

- 1) Procedure for adding items to agenda
- 2) First block of Washington discussion
- 3) Downtown Kiosks – outdated so who is responsible

Kelly recommended we add item to agenda – add two items above. Agenda is now amended to approve the above two items.

b. Motion by Kelly Larson, Second by Todd Anthes to accept the amended regular and consent Agendas.

Yes: Bob Warren, Nathan Patterson, Lynn Negen, Kelly Larson, Todd Hancock, Laura Girard, Judy Boyle, Cathy McNally, Cara Galbavi, Kristin Hibbard, Chris Weavers, Todd Anthes, Joyce Workman.

Abstain:

Motion Carries

5. Consent Agenda

Motion by Kelly Larson, Second by Todd Anthes to approve the consent agenda.

Yes: Bob Warren, Nathan Patterson, Lynn Negen, Kelly Larson, Todd Hancock, Laura Girard, Judy Boyle, Cathy McNally, Cara Galbavi, Kristin Hibbard, Chris Weavers, Todd Anthes, Joyce Workman.

Abstain:

Motion Carries

6. Motion to approve the current year Financials by Todd Anthes, Second by Kelly Larson

Yes: Bob Warren, Nathan Patterson, Lynn Negen, Kelly Larson, Todd Hancock, Laura Girard, Judy Boyle, Cathy McNally, Cara Galbavi, Kristin Hibbard, Chris Weavers, Todd Anthes, Joyce Workman.

Abstain:

Motion Carries

Notes:

Lynn talked about training and opportunities to learn budgeting process – her discussion with Jeremy and Kristin.

7. Motion to accept the lower bid for the flower planters by Todd Anthes, Second by Judy Boyle

Yes: Bob Warren, Nathan Patterson, Lynn Negen, Kelly Larson, Todd Hancock, Laura Girard, Judy Boyle, Cathy McNally, Cara Galbavi, Kristin Hibbard, Chris Weavers, Todd Anthes, Joyce Workman.

Abstain:

Motion Carries

Notes:

Flower Planter's – Jeremy discussed procurement process and historically we have accepted the low bid. Todd made a motion to accept and Judy seconded. Mayor requested clarification of bidding process and plant selection – begonias.

ADDITIONAL ITEMS

8. Motion to approve increase in BIG SHOP Budget by Todd Anthes, Second by Bob Warren

Yes: Bob Warren, Nathan Patterson, Lynn Negen, Kelly Larson, Todd Hancock, Laura Girard, Judy Boyle, Cathy McNally, Cara Galbavi, Kristin Hibbard, Chris Weavers, Todd Anthes, Joyce Workman.

Abstain:

Motion Carries

Notes:

BIG SHOP – Shop for a Cause 15% sales go to non-profits – selection of cause by customer.

- A. Love INC
- B. Mosaic Counseling
- C. Back to Bark
- D. Children's Advocacy Center

Select stores participating. What is budget for event? Not doing SM on main or Frozen in Time, so what is the ask??

The \$1,000 increase amount will be used for an increase in the advertising campaign for the event.

9. Discussion to change meeting time by Kelly Larson, Second by Nathan Patterson – TABLED

Notes:

Clerk sets for calendar year. Board directed Jeremy to get more information for April meeting for us to consider.

10. Discussion to Update and clean Kiosk

Notes:

Mayor add – Kiosk – dated material. Need action plan to maintain and potentially clean and modify the exterior of the kiosk on the first block of Washington north side – Jessie Bruce from WGHN name on Kiosk, so we need to revisit these. Jeremy will get comments and follow up with P & P.

11. Discussion about Downtowns Appearance

Notes:

MAYOR – DOWNTOWN APPEARANCE. PUMPKINS/BROKEN WINDOW/LEAVES ALONG SIDEWALKS NEXT TO FLOWER BOXES; GRAFITTI – QUESTION Is there a constructive way to address these issues? Clean your windows?

Spring clean-up day? Encourage shop owners to clean exteriors? How can we get volunteers to help?

Discussion and P & P will be advised. Additional discussion about facade grant recipients and higher standard for those storefronts- Todd.

12. Directors Report

Notes:

Momentum Center and Kozak's applied – one of the two may receive a grant should know by mid-April.

3-hour parking ongoing with R & R discussion – likely there will be a survey. Lots enforced part of year and streets enforced year-round.

Shop for a cause 4/22/23 –

Also – Jeremy gone end of March to Boston to Main Street National Conference.

Jeremy has meeting to look into making the BOD Calendar more user friendly.

13. Chairs Report

Notes:

Met with all committees but R & R during the last month. R & R did not meet.

Went to first block meeting, and there appeared to be great collaboration.

Social district – additional outdoor bar permit – MLCC and licensing. Mayor discussed her concerns and Chris & Todd provided clarification.

Joyce will be gone for next month BOD meeting –

14. Call to Audience/ Public Comment – Three FB viewers.

- a. Lynn requested that Sub committee minutes be provided to BOD.
- b. Kelly suggested that agendas be sent direct to stakeholders versus just posted.
- c. Mayor mentioned closing of Franklin street five blocks.
- d. Lynn mentioned slow week for merchants – this week ideas?
- e. Laura discussed the store directory is noncurrent on our DDA website.
- f. 3/31/23 – Joyce mentioned Kelly & Lynn will be here discussing interviewing 8 – 9AM at City Hall.

Meeting adjourned 8:30

Respectfully submitted: Kristin A. Hibbard