

**Approved  
Downtown Management Board  
Regular Meeting Minutes  
Tuesday, April 21, 2019 4:00 PM**

Chairman Bacigalupo called the regular meeting of the Downtown Management Board to order at 4:00 p.m., Members present were:

Rachael Reh	Mike Bacigalupo	Tara Welch
Sara Dimitroff	Barb Englehardt-Carter	Paul McGinnis
Avram Golden		

The following were absent: Jim Goodrow, Alan LaFave, Andrew Heppner, Ali Smith, Dorothy Dean, Jesse Dockett, Kristen McDonald Rivet

Also Present: Suzanne Maxwell, Executive Director  
Kellie Wackerle, Administrative/Marketing Specialist

**PUBLIC INPUT**

None.

**PRE-NOTIFICATION OF ABSENCES**

None.

**ORGANIZATION**

Chairman Bacigalupo presented the Consent Agenda items 1-2 under Organization and asked the Board to review. Motion to approve the consent agenda by Engelhardt-Carter, supported Welch Motion unanimously approved. Downtown Management Board audit was given to board for review at March 2020 meeting, motion to approve audit by Reh, supported by Welch, motion unanimously approved.

**EXECUTIVE COMMITTEE REPORT**

Bacigalupo reported Maxwell has been working on the Michigan Council for Arts and Cultural Affairs (MCACA) grant application. The committee discussed Downtown merchant support efforts as well.

**GENERAL BUISNESS**

- A. Maxwell has been working on MCACA Grant application for the mural on wall behind Old City Hall, owned by Dave Dittenber who approved the project. Grant decision will be made in September, and if approved, mural will be created in spring of 2021.
- B. Maxwell has been working with DDA Chairperson Tim Banaszak and the owners of Electric Kitsch regarding a separate mural design on the back of Banaszak's building at 915 Washington Avenue. All materials are being donated and the project will begin when a final design is approved.
- C. The sponsorship committee has finished the forms to eventually be distributed to local organizations. Committee agreed to revisit asking for donations once deemed appropriate.

## **MARKETING & BUSINESS UPDATE**

**Reminder:** all directors should be following the closed Downtown Merchant page for updates.

Wackerle reported that she is continually updating and informing the public on social media outlets and permission based email of businesses open for delivery & take out, along with merchants offering online shopping and gift cards for purchase.

## **OTHER BUISNESS**

- A. The Merchant Mixer event was postponed from its original date of March 26<sup>th</sup>. A new date is to be determined.
- B. The Mid-Michigan Main Street lunch and learn has been rescheduled to June 15<sup>th</sup>, 2020. Taking place at City Office.

## **ADJOURN**

With no further business to come before the Downtown Management Board, meeting adjourned at 4:52 PM

Respectfully Submitted,

Suzanne Maxwell  
Executive Director