

**MAIN STREET AREA BUSINESS IMPROVEMENT ZONE
BOARD OF DIRECTORS MEETING**

April 26, 2016, 8:00 AM

DDA Office, 150 S. Fifth Ave #301

BOARD MEMBERS PRESENT: JIM BEUCHE; JIM CURTIS; JEFF HARSHE; JEFF HAUPTMAN; JOAN LOWENSTEIN; MIKE MARTIN; KATHY MACDONALD; TOM MURRAY; RENE PAPO; EDWARD SHAFFFRAN; MICHAEL WATTS

BOARD MEMBERS ABSENT: RON DANKERT

OTHERS PRESENT: BETSY JACKSON; ROB SPEARS

1. **Call to Order:** Chairman Ed Shaffran called the meeting to order at 8:01 a.m. Roll was called; there was quorum present.
2. **Public comments:** No public comments.
3. **Approval of Minutes of March 22, 2016:** MOTION to accept was made by Mr. Mike Martin. SECONDED by Mr. Jim Curtis. CARRIED by unanimous vote.
4. **Report of Operations:**
 - a. **Receipt of Financial Report for March 2016** – Mr. Rob Spears reported that BIZ accounts totaled \$211,452.85, with outstanding assessments of \$10,780.87. The BIZ has added more sidewalk sweeping services in lieu of snow removal, and will add an additional sidewalk sweeping for U-M graduation and the upcoming international soccer match. MOTION to receive was made by Mr. Jeff Hauptman. SECONDED by Mr. Rene Papo. CARRIED by unanimous vote.
5. **Old Business:**
 - a. **Landscape Committee Report** –Landscape Committee Chairwoman Ms. Kathy Macdonald reported that 24 planters have been ordered and are expected to be delivered by mid-May. Kathy, Betsy Jackson, and Brian Swiney of Heritage Lawn Services have surveyed the blocks for specific placement; Betsy will email a final map as soon as possible. It was recommended that the BIZ plan some press releases and other media attention when the planters are placed and planted. No action was taken.
 - a. **Nominations** – MOTION to approve the slate of board nominations to include Ed Shaffran, Michael Watts, Jim Curtis, Mike Martin and Jim Beuche was made by Mr. Hauptman. SECONDED by Ms. Macdonald. CARRIED by unanimous vote.
6. **New Business:**
 - a. **Draft 2015-2016 Annual Report** – Betsy Jackson presented the draft annual report for review and comment. MOTION to approve was made by Mr. Tom Murray. SECONDED by Mr. Michael Watts. CARRIED by unanimous vote.
 - b. **Draft 2016-2017 Budget** – Ed Shaffran and Betsy Jackson presented the draft budget. Discussion ensued about (1) how to represent carryover reserves and (2) whether the board should have a statement (“intention of the board”) regarding reserves. MOTION was made by Mr. Jeff Harshe to forward the draft budget to the Annual Meeting, subsequent to a review and recommendation from the BIZ accounting firm, Rehmann. SECONDED by Mr. Jim Beuche. CARRIED by unanimous vote.
 - c. **Agenda for Annual Meeting** – MOTION to approve the agenda was made by Mr. Murray. SECONDED by Mr. Curtis. CARRIED by unanimous vote.
 - d. **Discussion of Exempt Properties** – Ed Shaffran suggested creating a system of outreach to encourage exempt properties to donate to the BIZ. Letters and one-to-one meetings were offered as options. No action was taken.
7. **Adjournment:** MOTION to adjourn was made by Ms. Macdonald and SECONDED by Mr. Martin. CARRIED by unanimous vote. The meeting was adjourned at 8:45 a.m.

Respectfully submitted,
Ronald Dankert, MS BIZ Secretary