

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, March 14, 2017**

CALL TO ORDER:

Chair Herendeen called the meeting to order at 7:30 a.m.

Directors Present: Christine Callahan, Beth Herendeen, Sue Leeming, Kelly Preston, Jennifer Whitman, Justin King (arrived at 7:40 a.m.), Randall Chambers, Andy Joslyn

Directors Absent: Fred Motz

Others Present: Dan Coss, City Administrator; Stephanie Murray, DDA Coordinator

APPROVAL OF AGENDA: On motion by Director Leeming, seconded by Director Preston, and carried by unanimous vote of the Board to approve the Agenda.

APPROVAL OF February 14, 2017 MEETING MINUTES: On motion by Director Leeming, seconded by Director Callahan and carried by unanimous vote of the Board to approve the minutes as presented.

ACCOUNTS PAYABLE January 2017 On motion by Director Leeming, seconded by Director Joslyn and carried by unanimous vote of the Board to approve the Accounts Payable.

RECEIVE AND FILE January 2017 TREASURER'S REPORTS: On motion by Director Leeming, seconded by Director Preston and carried by unanimous vote of the Board to receive and file the reports.

PUBLIC COMMENTS: NONE

OLD BUSINESS: None

NEW BUSINESS:

1. Approval of 2017 Farmers Market Application, Rules, and reimbursement rate of 30% for the DeWitt Farmers Market. On motion by Director Callahan, seconded by Director Leeming and carried by unanimous vote of the Board.

2. Approval of the dates and entertainment schedule for the 2017 DeWitt Farmers Market. On motion by Director Leeming, seconded by Director Preston and carried by unanimous vote of the Board.
3. On a motion by Director Preston, supported by Director Leeming, to appoint Directors Herendeen, Leeming, Joslyn, and Preston to the Budget Committee for FY2017-2018. It was passed unanimously.

STAFF AND COMMITTEE REPORTS:

1. Website update: DDA Coordinator Murray to replace DDA job posting with her bio and meeting updates.
2. Coordinator's Report: none
3. City Administrator's Report: none
4. Council Report: Mayor-Director Leeming provided a verbal report.
5. Budget Committee: The committee has requested the board provide a priority list for spending to be discussed at the April Budget Meeting.

ADJOURNMENT: Meeting adjourned at 8:50

Respectfully Submitted:

Stephanie Murray, DDA Coordinator
For Andrew Joslyn, Board Secretary