

Meeting of the Main Street Board, Wednesday, September 2, 2009, Cheeky Monkeys, Kent Street, Portland, MI

Present: Diane Smith, Patrick Reagan, Rush Clement, Julie Clement, Margery Briggs, Joel VanSlambrouck, Wanda Urie, Kathy Parsons

Agenda: Add bylaws review. Julie moved to adopt the agenda as amended. Diane supported. **Motion carried.**

Previous Minutes:

Minutes of the previous meeting were reviewed. Julie moved to approve the minutes, Diane supported. **Motion carried.**

Treasurer's Report:

Patrick reported that the purchase orders were amended to update price of beer for Oktoberfest. Julie moved to accept the treasurer's report and recommend the purchase orders to the DDA for payment. Rush Supported. **Motion carried.**

Bylaws review:

- Independent powers: maintain bank account – keep
- Recommend to mayor for appt of DDA members. Keep and encourage use
- 2.8: Voting members: quorum of members of DDA. Keep and encourage.
- Section 3: Standing committees: selection of chairs: discuss at retreat
- Section 7: Annual meeting: July
- Employment contract and hiring: Article 4, Section 3: Director enters into a contract signed by chair and vice chair. Question is that it may be a leftover from when the director was a contract employee. Julie recommended that the DDA research legalities and expectations. O & F will coordinate.
- Section 5: Quorum: currently majority of members. Discussion of voting members vs volunteers working on one project, etc. Will discuss at retreat.
- Section 7: Standing committee duties: report changes in meetings to Board chair and MS manager.
- Open meetings act clarification in bylaws.
- Checks and purchase orders: Should change purchase order authorization from Manager to Treasurer
- Order of budget and gool process: clarified.
- Section does not concretely spell out on who allocates and who proposes.
- Should bylaws review be in the bylaws or policies and procedures?

Board meeting date change: Patrick brought up the logistical dilemma of having to have invoices in to the City Treasurer on the second Wednesday of the month. In order to facilitate more efficient and timely payment of expenses, Patrick asks to move our board meeting to the second Wednesday of the month. Consensus is to allow the move. Joel ratified the move, effective with the October meeting, and directed Patrick to post the appropriate notices.

Committee report questions: None

Wanda reported that a local business is in for \$3,000 to our radio campaign.

Manager report: MISBT training on business plans is on for later this month.

Year-end Evaluation November 6, 2009.

Michigan Downtown Conference, there are 4 board members attending.

5-K run is on for Oktoberfest, and sponsorships are in the works. See the newsletter for a list of those on board as of this date. Mid-Michigan Radio is donating \$2,000 of advertising for the event.

Margery moved to adjourn, Rush supported. Meeting adjourned at 08:55 am. Next meeting, Wednesday, October 14, 8:am, Cheeky Monkeys.

Respectfully submitted,
Kathy Parsons, Secretary.