

**Portland Main Street Board Meeting Wednesday,  
February 9, 2011 Cheeky Monkeys – 8:00 am**

Present: Julie Clement, Patrick Reagan, Chuck Dumas, Diane Smith, Joel VanSlambrouck, Kathy Parsons, Nikki Sunstrum, Wanda Urie, Rush Clement

Guest: Margie Boynton

Meeting called to order at 8:00 am.

Chuck moved to adopt the agenda, Julie supported. Motion carried

Diane moved to accept the minutes of the previous meeting as published, Julie supported. Motion carried.

Treasurer's report:

Income and expenditure report was distributed. Purchase order for \$138. for Oktoberfest Volunteer Promotion. Diane moved to accept the Treasurer's Report and recommend payment of purchase orders to the DDA for payment, Julie supported. Motion carried.

Patrick shared the Duff, Chadwick sign grant application that was recommended for payment by the design committee. Julie moved to recommend the project to the DDA for consideration. Rush supported. Motion carried.

Patrick reported there are no substantive changes in the agreement from prior years. Julie moved to authorize the Board Chair to sign the agreement, Nikki supported. Motion carried.

Liquor license for Block Party: the application will include liquor permit in addition to beer and wine this year. Rush moved to apply for the permit as presented, Chuck supported. Motion carried.

Diane reported the ER committee received an invitation to apply for a workshop on managing merchant window displays and floor plans. The awarding of the service is by competitive application. The workshop would be open to anyone, and presented by Scott Day, allowing 6 or 7 merchants to have one on one counseling with Day for a personalized plan. Nikki moved to apply for the workshop, Wanda supported. Motion carried.

Workplans:

Julie, in her role as Arts Council board member, asked the Design Committee to readdress the mural, specifically the Arts Council's role in the process. The Design Chair offered to readdress the wording to increase the Arts Council's role in the process, move the money request to the streetscape line to invest in this year's budget and resubmit.

Julie moved to recommend the workplans and budget request with adjustment discussed to the DDA for adoption. Diane supported. Motion carried.

Patrick distributed a draft of Senate Bill 34, proposed in the Michigan Legislature, which will be discussed today in the Senate to eliminate the Personal Property Tax in Michigan, This affects, in part, DDA's funding by reducing the Portland DDA's budget by about \$49,000 in the first year.

Election of Officers:

Patrick reported that election of officers for Vice-Chair and Treasurer is needed. Julie nominated Wanda as Vice-Chair, Diane supported. Wanda accepted, and the nomination was ratified.

Julie nominated Diane as Treasurer, Nikki supported. Diane accepted and the nomination was ratified.

Main Street Chamber membership:

Main Street was invited by the Chamber President to become a member. Rush moved for the Main Street Board to join the Chamber with a 2 year membership. Wanda supported. Motion carried.

May 11 Associate Level Training:

Laura Krizov asked to hold an Associate Level Training in Portland May 11. Consensus was that it would be an honor for us. Promotions and O & F will work together to make a welcome packet for members with information on the program and with information on local business. Suggested moving our May 11 board meeting to City Hall and demonstrate our commitment to the program. Consensus was to do that.

Julie reported on the successes and challenges of the O & F committee, asked for articles and information for future "On the Street" and "Main Street Gab" newsletters, that the upcoming orientation video being spearheaded by Tutt Gorman will include video footage from Board members and other volunteers, and that O&F needs input from all the chairs soon on long-term financial and volunteer needs. The next project is the Tag Sale the weekend before Easter.

Diane reported that the Market Study meeting that was moved by weather to February 15, and a few more attendees are needed, so we need to get the word out.

Manager's Report:

March 29 & 30 Quarterly Training, Sponsorships and Memberships, in Wayland.

National Conference May 22-25<sup>th</sup>, DesMoines, IA

May 21<sup>st</sup> Block Party

Pay Day plans are underway. Event is June 1 – August 31<sup>st</sup>

Julie reported that Riverfest plans are in hand, with 8 groups participating.

Rush moved to adjourn, Julie supported. Motion carried.

Next meeting, March 9<sup>th</sup> at 8:00 am at Cheeky Monkeys