

**City of Ypsilanti**  
**Downtown Development Authority**  
**Board of Directors Meeting**  
**Thursday, October 19, 2017 – 8:30 a.m.**  
**SPARK East**  
**215 W. Michigan Ave.**

**Agenda**

The Mission of the Ypsilanti Downtown Development Authority (YDDA) is to undertake district-wide improvements that have the greatest impact in strengthening the downtown areas and attracting new business. The primary goal of the YDDA is to implement positive economic, physical, aesthetic, and community changes in each of our four districts.

**I. Call to Order**

**II. Roll Call**

Amanda Edmonds	P	Jelani McGadney	P
Jessica French	P	Andrew O’Neal	P
Adam Gainsley	P	Diana Wong	A
Martha Cleary	P	Mark Teachout (C)	P
Ben Harrington	P	Dieter Otto	P
RayVon Williams	A		

**III. Introductions**

- N/A

**IV. Approval of Agenda (X)\***

- Mark Teachout motioned to add board attendance to new business. Jessica French motioned to approve the amended agenda and Martha Cleary supported the motion and the minutes were approved.

**V. Approval of August 17, 2017 Minutes (X)\***

- Martha Cleary motioned to approve the September 21<sup>st</sup> meeting minutes. Jessica French supported the motion and the minutes were approved.

**VI. Audience Participation (3 minutes each)**

- N/A

**VII. Staff Report/Financial Report (X)**

- Joe Meyers presented the staff and financial report while updating the board on DDA news.

### **VIII. Standing Committee Reports**

- N/A

### **IX. Old Business**

- Adam Gainsley asked staff to research legislation on regulating business hours and days of operation.

### **X. New Business**

#### **A. Election of Officers\***

- Chair, Vice-Chair, and Treasurer Positions were voted upon by board members.
  - Jessica French nominated Mark Teachout as DDA Board Chair.
  - There were no other nominations
  - Jessica French motioned to close nomination and host roll call vote for Mark Teachout as chair. Mark Teachout was elected as DDA Board Chair.
- Adam Gainsley nominated Jessica French as Vice-Chair of the DDA Board
  - There were no other nominations.
  - Adam Gainsley motioned to close nomination and host roll call ballot for Jessica as vice-chair. Jessica French was elected DDA Board Vice-Chair
- Jessica French nominated Adam Gainsley as treasurer.
  - There were no other nominations
- Jessica French motioned to close nominations and conduct a roll call ballot for Adam as Treasurer. Adam Gainsley was elected as Treasurer of the DDA Board

#### **B. Ypsi Glow Grant(X)\***

- Joe Meyers gave a background of Ypsi Glow and detailed what their Grant is for
- Andrew O'Neal motioned to grant Ypsi Glow the \$300 grant and Adam Gainsley supported the motion. The board approved the \$300 Grant Request
- Adam Gainsley recommended that we increase the grant amount for our Marketing Grant going forward.

#### **C. Annual Meeting Discussion**

- Joe Meyers discussed the annual meeting and opened the floor for discussion
- Mark Teachout expressed his desire to have the conversation centered more on the DDA board instead of the city at the annual meeting.

#### **D. Board Member Attendance**

- Mark Teachout recommended giving everyone a clean slate on attendance and sending an email to board members about attendance protocol and enforcement going forward.
- Amanda Edmonds suggested creating committee descriptions to recruit business owners to join a committee.

### **XI. Proposed Business**

- Amanda discussed Pitch Ypsi and encouraged everyone to advertise and come to the event.

### **XII. Staff Updates**

- Next Monday the 23<sup>rd</sup> at EMU there will be an open discussion on the Transit Center
- Mark requested a YPD officer to come to the next DDA meeting to address parking in Depot Town

### **XIII. Announcements/Comments:**

- N/A

### **XIV. Public Participation**

- Amanda Edmonds moved from a board to public seat, becoming a public participant.
- Amanda Edmonds informed the board that Growing Hope was awarded a 3 year, 20,000 grant from USDA.

XV. Next Meeting: November 16, 8:30 a.m., SPARK East, 215 W. Michigan Ave.

- Meeting adjourned at 9:54am

Key: (\*) = items requiring Board action      (X) = documents attached in board packet