

**MILAN MAIN STREET / DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MINUTES
Tuesday, October 15, 2018 at 5:30 p.m.
Milan Fire Barn**

- 1) **CALL TO ORDER:** Ryan Royal called the meeting to order at 5:31 p.m
- 2) **ROLL CALL OF MEMBERS PRESENT:** Sal Calabrese, Barbara Gardinier, Carrie Ritchie, Ryan Royal, Dave Snyder, & Shannon Dare Wayne,

MEMBERS ABSENT: Mayor Hamden, Doug Strader, & Ryan Wilman

OTHERS PRESENT: Jill Tewsley & Shannon Budd
- 3) **APPROVAL OF AGENDA:** Motion by Carrie Ritchie, supported by Calabrese to approve the October 15, 2018 agenda. Motion carried unanimously.
- 4) **APPROVAL OF PREVIOUS MEETING MINUTES:** Motion by Carrie Ritchie, supported by Sal Calabrese to approve the September 17, 2018 meeting minutes. Motion carried unanimously.
- 5) **INFORMATION TO RECEIVE AND FILE:**
 - a) **MMS/DDA Fund Balance (more to come):** Not discussed
- 6) **OLD BUSINESS:** None
- 7) **NEW BUSINESS:**
 - a) **Work Planning:** Work planning is used to set the budget. Jill Tewsley will send out the paperwork required to those that are responsible for each project. Dave Snyder recommended a half day offsite as an organization to identify strategic direction. Shannon Dare Wayne to lead a session in December for 2-3 hours (evening requested).
 - b) **Sign Grant Applications**
 - c) **Textiles:** Motion by Calabrese, supported by Carrie Ritchie to approve \$495 for the Textiles sign. Approval is conditional upon city approval. Dave Snyder abstained. Motion carried.
 - d) **Life is Sweet:** Actual sign will be a lighter blue than initial submission. Discussion on design of the sign as submitted. Motion by Shannon Dare Wayne and seconded by Sal Calabrese to table discussion until next month.
- 8) **VISITOR COMMENTS:** None
- 9) **OTHER:**
 - a) Jill Tewsley requests that all Milan Main Street volunteer record volunteer hours online. Shannon Budd will send a reminder with the link.
 - b) Jill Tewsley showed custom socks from Grayling. Cost was \$6 each and were sold for \$12 for full size socks. Jill Tewsley & Shannon Budd are looking into options for Milan.
 - c) Carrie Ritchie reports that the Milan Chamber of Commerce will have the Holiday Parade the first Saturday in December.
 - d) When decorating for winter, Shannon Dare Wayne request that the city use white holiday lights downtown this year. The lights can them be carried-over for Let's Chill.

NEXT MEETING DATE: Monday, November 19, 2018 at 5:30 p.m., City Hall Conference Room

ADJOURNMENT: Motion by Sal Calabrese, supported by Dave Snyder to adjourn the meeting at 6:18 p.m.

Ryan Royal, Chairperson

Shannon Dare Wayne