Downtown Lansing Inc.
Board of Directors Meeting Minutes
Online Meeting
March 11th, 2021

Members Present: S. Schriner, J. Tischler, C. Zarkovich, T.J. Bucholz, A. Willis, K. Dorshimer.
Members Absent: K. Dorshimer, J.V. Anderton
Board Advisors Present:
Board Advisors Absent:
Staff Present: C. Edgerly, S. Dhladhla

I. **Call to Order**
-The meeting was called to order at 11:35 am.

II. **Citizen's Comments -** none

III. **Correspondence** - none

IV. **Approvals**

Agenda for March 11, 2021: C Zarkovich moved to approve, K. Dorshimer supported, motion passed.

Minutes from Feb. 16th, 2021: S. Schriner moved to approve, C. Zarkovich supported, motion passed.

Minutes from Feb. 22nd, 2021: K. Dorshimer moved to approve, C. Zarkovich supported, motion passed.

Committee Reports: C. Zarkovich moved to approve, K. Dorshimer supported, motion passed.

V. **Downtown Business & Development Update:**

a. Soul Nutrition Business Update: Liv joined the board and recently had her one year anniversary. She loves that Downtown works together as a community to support the area and her business is unique in downtown, and it attracts a different and loyal clientele.

VI. **Downtown Maintenance Update & Report (Lake State):** Jimmy indicated that everything is going well. Trash cans are getting painted. We need to discuss mulching soon. We also need to plan potential clean-up days.

VII. Reports

Director Report – Cathleen Edgerly: It's been difficult on the office to come down to only 2 members on staff. The job is posted; please share with anyone who may be interested. Paul Brogan accepted the position of Program Coordinator and starts on April 5th. The Community Foundation and Delta Dental have expanded the scope somewhat. The Lansing Build To Last competition kicked off and applications are due on March 14th. Additionally, at the last City Council meeting social districts were approved. Corridor leaders are meeting to discuss.

President's Report- JV Anderton/TJ Bucholz: J.V. was absent for business, so VP TJ Bucholz provided updates. At the meeting with the City Council president, he committed to attend regular meetings and we will continue to work on moving forward and improving our communication and relationships with Council. We need more inclusivity and representative people at the table and to diversify with development policy and a plan along with potential incentives and encouragement.

Discussion then took place around Who/what is Downtown looking for? DLI needs to have a seat at the planning table. This could potentially be a standing item on our agenda. We can set policy with the Mayor's office and potentially work through it as a committee.

Monthly Financials- Jim Tischler: Nothing unusual in the financials aside from being a little behind on PSD revenue.
C. Zarkovich moved to approve the financials, J. Tischler supported, motion passed.

VIII. Action/Discussion Items

a. DLI Lease: Our lease ends August of this year. We need to decide whether to renew or not. A three year lease gets us a little bit of a discount. Cathleen will send us a needs/wants list for the office and the board will assist in looking at options.

b. Assessment Revenue: We were hoping to have the assessor here to help us address missed properties. K. Dorshimer, C. Edgerly and J. Tischler will meet with the assessor to work on remedying this.

c. Michigan Mainstreet Executive Committee update: A summary of the Executive Committee's meeting with MMS was included in the packet and we should refer back to it in our strategic planning.

d. The Future of District B Grants: At our last meeting, J. Tischler suggested we keep the money in Old Town and provide District B funds to the OTCA with the requirement that they fund one non-OTCA project with it, as well as provide a budget and reporting of how they plan to use the funds.
J. Tischler moved that DLI enter into an MOU with OTCA to say: the entire amount of District B funds will now be given to the OTCA to decide how to spend, with that proviso that they fund one non-OTCA project per year, and that they report to DLI once a year to talk about how funds were spent, as well as the join board meetings quarterly or twice a year so that communication remains. S. Schriner supported, motion passed.

e. Strategic Planning: TJ Bucholz expects to have a draft next week and then a meeting by March 29th to discuss objectives. Strategic Planning meeting will be April 6th 11:30 - 1:00 pm to begin discussion.

IX. Other New Business: There is a potential development for the old Clara's property. They would like a letter of support for the proposed project to send to the MEDC.

X. Adjourn ***(Motion Required for Adjournment)*****:** *K. Dorshimer* moved to adjourn and C. Zarkovich supported. Meeting adjourned at 1:01pm.