

Downtown Lansing Inc.
Board of Directors Meeting Minutes
Online Meeting
October 14th, 2021

Members Present: J.V. Anderton, S. Schriener, J. Tischler, C. Zarkovich, K. Dorshimer, T. Benoit, J. Estill, A. Willis

Members Absent:

Board Advisors Present:

Board Advisors Absent: P. Spadafore

Staff Present: C. Edgerly, Julie Reinhardt, Whitney Roberts

Guests Present: None

I. Call to Order: The meeting was called to order at 11:34 am

II. Citizen's Comments: None

III. Correspondence: None

IV. Consent Agenda Approvals

- **Agenda for October, 2021**
- **Minutes from September 9th, 2021**
- **Committee Reports**
- **Monthly Financials - J. Tischler**

J. Tishler moved to approve all Consent Agenda items. C. Zarkovich supported. Motion passed unanimously.

V. Downtown Business & Development Update (K. Dorshimer)

-The Lake Trust project is well underway, The old Hookah Lounge project is also still moving ahead as potential buyers look at liquor licenses and loans.

-The Lansing Shuffleboard and Social Club will start construction soon.

-Batter Up Bistro work continues as well as they pursue their liquor license.

-Capital City Market celebrates one year this weekend.

VI. Downtown Maintenance Update & Report (Lake State): They're out prepping for the fall cutback.

VII. Reports

• **Director Report:** C. Edgerly reported that Middle Village celebrates the Grand Opening with a press conference tomorrow at 9a.m. All Board members are requested to attend. Middle Village then opens to the public at 11:00 a.m.

The Fall Cutback is this Saturday and volunteers are still needed from 9:30am - 12:00pm. If it rains, work will be pushed to Sunday.

City Updates: The 2 way street conversion update: The Capitol and Grand conversion may happen in November, but we need to see Michigan work finished first. More updates coming. On Oct. 25th C. Edgerly will be sharing our Strategic Action Plan and state funding requests with Council

- **President's Report-** J.V. Anderton updated the Board on the city's new policy for attending remote meetings. Unless you're very sick or in the military, Council wants our meetings in person again. Based on Board conversation, unless emergency action is needed, DLI will cancel the December meeting. January is Board election time for us, a new president is needed.

- **Monthly Financials- Jim Tischler:** The financials require no concerning updates this month.

VIII. Action/Discussion Items

a. Downtown and DLI Strategic Plan Items (A. Willis, J. Estill, J. Tishler): A few action items and updates have been added to the strategy grid. On the back a few things have been added as well including increasing organizational capacity, DEI action, and adding staff capacity among other things. Most have funding associated with them, and the Board needs to support staff by focusing on finding other funding. We have some serious foundational work to do.

A DEI sheet will be sent to the board so we can assess where we are, and where we need to go. We will review scores and discuss communication with the public and other action at the next meeting.

J. Tishler moved that we commence on a self assessment of DLI's DEI status, and C. Zarkovich seconded. Motion passed unanimously.

TMA Update: MEDC will be providing funding for DLI to hire a contractor and assess the data. Staff and the TMA support team will put out an RFP to secure quotes for contractors/service providers to lead this process. An MOU will be drafted indicating what we plan to do.

T. Benoit moved to grant the subcommittee the power to approve drafting the MOU and sending it over to the state. K. Dorshimer seconded. Motion passed unanimously.

b. Federal Funding for Downtown: DLI has requested 500K per year for the next 10 years with the Governor in order to achieve our objectives in the Strategic Plan, but we haven't heard back yet. There is also a sub-ask for 2.5 million federally. Council will be updated on this as well. Staff is just waiting to hear back hopefully in December. The board will also need to address how to deal with those funds if and when we receive them.

Regarding Federal Funding for Downtown, J. Tischler moved that the Executive Committee and Executive Director form a subcommittee (with input from other board members as needed) to develop a plan for a strategy and structure for use of, investing,

and recordkeeping related to any large federal funds given to DLI. J. Estill Supported. Motion passed unanimously.

c. Performing Arts Center in the City: The city was awarded \$2.5 million from the State to support a performing arts center in the City. Staff and some board members have been advocating to keep this performing arts center in the downtown district to support downtown's recovery, support our small businesses and further support the Strategic Action Plan.

d. Middle Village and Holiday Season: The opening of Middle Village was covered earlier. 5 retail locations will be open in Middle Village, with their own staff managing the stores, throughout the holiday season Wednesday-Saturday from 11:00 a.m.-7:00 p.m.

IX. Closed Session: Director Evaluation: J. Tischler moved and C. Zarkovich supported going into closed session. Motion passed at 12: 35 p.m.

Board exited closed session at 12:50 p.m., with a very favorable review of Director Edgerly's performance, approving an annual salary increase to go into effect immediately. J.V. Anderton will review the Board's review of Director Edgerly directly with Cathleen following this meeting.

X. Other New Business: None

XI. Adjourn

K. Dorshimer moved to adjourn. T. Benoit seconded. Motion passed. Meeting adjourned at 12:51 pm.