Downtown Lansing Inc.
Board of Directors Meeting Minutes
112 S. Washington Sq.
Lansing, MI 48933
Date: January 13, 2022

Members Present: J.V. Anderton, J.Tischler, A. Willis, J. Estill, K. Dorshimer
Members Absent: T. Benoit, S. Schriner
Board Advisors Present: Patricia Spitzley, Robert Doran-Brockway
Board Advisors Absent:
Staff Present: C. Edgerly, Julie Reinhardt, Whitney Roberts
Guests Present: Lake State Representatives

I. Call to Order: The meeting was called to order at 11:33 a.m.

II. Citizen's Comments: None

III. Correspondence: The Board reviewed correspondence from Social Sloth Cafe, and a sign incentive request from the Lansing Art Gallery.

IV. Consent Agenda Approvals

- Agenda for January 13, 2022
- Minutes from November 11, 2021
- Committee Reports
- Monthly Financials - J. Tischler

K. Dorshimer moved to approve all Consent Agenda items. J. Tischler supported. Motion passed unanimously.

V. Old Town Update & Introduction of New Director
R. Doran-Brockway attended the meeting to introduce himself. He has been working in Old Town for 2 weeks and looks forward to synergy between communities, collaboration, and the future of Old Town.

VI. Downtown Maintenance Update & Report (Lake State): J. Baumgrass and associate provided updates regarding winter snow and trash removal. This week they are removing bows and garland.

J.V. Anderton asked about salt usage amounts and conversation ensued about the winter season so far, city salt pick-ups, and how steady the winter weather has been so far.

VII. Reports
• **Director Report:** C. Edgerly reported that she has been meeting with Torrell Christian and met with Robert, the new Director of Old Town. Multiple directors of the corridors and districts

will be getting together over the next quarter to work towards more cross-city collaboration, brainstorming, and helping each other. Also, C. Edgerly stated that the Board is asked to attend or volunteer for Winterfest, taking place Saturday, February 26 from 11am-5:00 p.m. Board members should plan on attending, volunteering, and promoting one event per quarter as we are asking for community support and need to lead by example.

Updates were also provided regarding discussions about MEDC Revitalization & Placemaking discussions, the annual DLI report, and C. Edgerly has completed another one of her measurable goals, to take a Economic Developmen course training. She is registered for the September 2022 training.

• **President's Report-** J.V. Anderton welcomed Patricia Spitzley as our new Board representative from Council, asking about the potential for the return of Zoom meetings when it came to Open Meetings. Discussion took place and at this time, unless there is updated communication from the State of Michigan, DLI Board meetings and Council meetings will be happening in person.

- **Monthly Financials- Jim Tischler:** The financials reviewed during the consent agenda actually have higher incomes than originally projected. There are no concerns or surprises regarding the monthly financials.

VIII. Action/Discussion Items

a. **Downtown and DLI Strategic Plan Items** (A. Willis, J. Estill, J. Tishler):
   -DEI: J. Estill shared the background of our anti-racist self assessment as well as the compilation of Board goals and responses. The Board would like to dedicate time specifically for a more in-depth discussion and next actionable steps surrounding this issue. C. Edgerly will send out a Doodle poll for scheduling a meeting.

   -CMA Contract & Reserve Funds: J.V. Anderton shared details about a recent meeting that the Executive Team had with the Mayor earlier this week. DLI's leadership to secure the CMA contract and funds will allow us as an organization to bring conversations together, and lead a strategic plan for Downtown Lansing's conversion. The meeting with the Mayor was positive and he is in favor of DLI taking the lead.

   -J. Tischler provided history about the process of how we came to have a contract with the MEDC for CMA Work, and the evolution of the progress. C. Edgerly shared the background on funding. The CMA RFQ has been sent out, is live on the downtownlansing.org website, and we will share with the Board. The Board discussed public posting locations, next steps for evaluating proposals, communication plans, and timelines.

b. **Federal Funding for Downtown**: C. Edgerly shared a brief update regarding the $5 million funding request. While multiple state elected officials have stated that this is a priority for the start of 2022, no action has been taken. There are rumors as well that this could possibly be delayed until lame duck which would be devastating for downtown. Additional conversations took place with the Board regarding Open Town Halls, letters from the Chamber, etc.

b. **District B Grant Reports:** The Board reviewed MICA's grant report and authorized reimbursement for the final grant. Motion by J. Estill. Second by J. Tischler. Motion passed unanimously.
c. **Board Leadership Elections:** J. Tischler recommended the following appointments: Ashlee Willis for President, Jennifer Estill for Vice President, Jim Tischler for Treasurer, and Summer Schriner for Secretary. Board discussed. J.V. Anderton Seconded. Motion unanimously passed.
d. **Conflict of Interest Policy:** Every few years the Board reviews the DLI Conflict of Interest Policy. Board members must sign each year. J. Tischler motioned to adopt the Conflict of Interest Policy as presented. J. Estill seconded. Motion Passed unanimously. J.V. Anderton brought up that an updated Conflict of Interest Policy will also be needed for DLPI. C. Edgerly will arrange for the next meeting.

IX Other New Business: J.V. Anderton expressed his gratitude for the trust of the Board and the time that he has served has helped shape him. He is so impressed by all of the work this outstanding Board has done, and the organization is a completely different organization than it was 3 years ago thanks to the work of all the people on the Board and staff. A story was shared regarding a downtown business owner, and J.V. will continue to be a board member and support the new leadership as needed.

DLI staff and the entire board expressed their heartfelt thanks for J.V.'s leadership for the past 3 years, seeing the organization through a change in staffing, through this pandemic so far, and helping us grow into the organization we are today. Thank you J.V.!

X: Closed Session: J. Tishler made a motion at 12:58 p.m. to enter into closed session to discuss the staffing. A. Willis seconded.

Motion to Adjourn Closed Session at 1:06 p.m. and Adjourn the DLI Regular Meeting of the Board of Directors by J. Tischler. Second by Karl. Motion passed.

Meeting adjourned at 1:06 p.m.