Downtown Lansing Inc.

DLI Board Meeting

July 11, 2024 | 11:30 am
112 S. Washington Square, Lansing, MI 48933

Members Present: J. Estill, N. Thompson-Frazier, K. Dorshimer, J. Durham, J. Flores, J. Pugh, K. Tomac
Not Present: J.V. Anderton, J. Hinze
Board Advisors Present: Samantha Benson
Staff Present: C. Edgerly, J. Reinhardt, M. Gonzales

Agenda

1. Call to Order: Meeting called to order by J. Estill at 11:34 a.m.

2. Citizen's Comments (items not on the agenda) – None

3. Correspondence: Board reviewed correspondence from C. Nader of Strange Matter. Discussion took place regarding additional similar activity in the downtown. If our Downtown CPO was notified, and K. Tomac shared consistent activity at the Capital City Market. C. Edgerly shared her follow-up with CPO as well as Sargeant Dillon Reust.

4. Consent Agenda Approvals

- Agenda July 8, 2024
- Minutes from June 13, 2024
- Committee Reports
- Monthly Financials – J. Durham

Motion by J. Flores to approve the consent agenda. Second by K. Dorshimer. Motion passed unanimously.

5. Old Town Updates: S. Benson shared upcoming events dates and activities including ScrapFest, Dam Jam, JazzFest, the Old Town Garden Tour and Walking Wednesday.

6. Reports

- Director Report: C. Edgerly reviewed the Director's Report in the board packet and also highlighted the devastating roof collapse at Kositchek's. The board is keeping David and his team in their thoughts and outreach has taken place regarding pop-up store locations and other assistance that may be needed.

  The board was also asked to mark their calendars and join DLI at the Grand Opening of AOTA on July 25 at noon.

  Monthly CSO Business meetings will start taking place again as we prepare for Spring Construction, and we'll work with SmithGroup, City of Lansing, etc. to strategize for work being conducted for CSO and the LEO Talent Investment grant.

- President's Report: J. Estill reminded everyone that their input is needed for the annual Executive Director's review. Additional updates included information on the inaugural Big Red Ball.

7. Action/Discussion Items

- **Board of Directors Required Trainings Per City Ordinance**: New board members K. Tomac and N. Thompson Frazier indicated that they had completed the City's required ethics and code of conduct trainings. All DLI Board members have completed this training.

- **PSD Boundaries:** J. Estill updated the board on discussions and collaborative work with OTCA to discuss the PSD Boundaries and explore the potential expansion of the PSD boundaries. We are just beginning this conversation and will look into if extensions make sense, financial impact for our organization as well as property owners. S. Benson from Old Town provided an updated on what they are looking at in terms of expansion for District B boundaries. Next steps include DLI forming a subcommittee – Josh and Karl agreed to be part of this. We will then contact the assessor to have intro discussions and better understand the impact before moving forward. Public outreach and conversations will be critical.

- **Match on Main:** We are thrilled to have Veg Head awarded a Match on Main grant to be able to support their catering and grab & go offerings so they can add services. Congrats to Old Town and Sweet Custom Jewelry for also receiving a Match on Main grant.

- **Strategic Plan:** The Strategic Plan sub-committee shared the Strategic Plan draft for their review. All goals and objectives as well as strategies were built from the Comprehensive Market Analysis. This will serve as our guiding document for the coming years, all programs, projects and progress of DLI. Board review and discussion took place.

  K. Dorshimer motioned to approve the Strategic Plan as presented. K. Tomac offered one edit. J. Pugh Seconded approval with the edit mention by K. Tomac. Motion passed unanimously. The Strategic Plan will be posted on the DLI website and available for the public.

- **Vice President Position**: With J.V. stepping off the board after 12+ years of leadership, we are in need of a new VP. Only two recommendations were received for this position. J. Pugh contacted J. Estill expressing his interest in this role. J. Estill asked if anyone else wanted to be considered. No one else expressed their interest.

  Motion by J. Estill to appoint J. Pugh as DLI's Vice President. Second by J. Durham. Motion passed unanimously.

8. Adjourn DLI Board Meeting: Motion by K. to adjourn at 12:30 p.m. Second by J. Durham. Motion passed unanimously.

Board Members:

- Jen Estill, *President*
- J.V. Anderton, Vice President
- Julie Durham, *Treasurer*
- Jennifer Hinze, *Secretary*
- Nikki Thompson-Frazier*, Member*
- Board Advisors: Jeffrey Brown, Sam Benson
- Keri Tomac, *Member*
- Joshua Pugh, *Member*
- Karl Dorshimer, *Member*
- Jesse Flores, *Member*