

**Downtown Schenectady Improvement Corporation/
Downtown Special Assessment District
Board Meeting Minutes
June 24, 2014**

Attending: Richard Antokol, Chris Spraragen, Heather Peterson, Sid Ramotar,
Joe O'Connor
Absent: Scott Johnson, Rudy Grant, Jack McDonald, Austin Fisher
Staff: Jim Salengo, Colleen Merays, Gail White
Guest: Jason Marra, Cusack & Company

Downtown Schenectady Improvement Corporation

Richard Antokol opened the meeting at 8:32am.

1) Approvals

a) 2013 Audited Financial Statement – Jason Marra from Cusack & Company presented the financial audit for 2013 and answered questions for the board. There were no issues with the audit once again. He noted concern with flat assessment revenue, declining grants and ongoing use of reserve funds to balance the budget. Richard Antokol asked for a motion to accept the draft financial statement and letter as presented.

Chris Spraragen made a motion to accept the 2013 audited financial statement and letter as presented by Jason Marra from Cusack & Company. Heather Peterson seconded the motion. All in favor.

b) Meeting Minutes – Richard Antokol asked for a motion to approve the May 28, 2014, board minutes.

Heather Peterson made a motion to approve the May 28, 2014, meeting minutes. Sid Ramotar seconded the motion. All in favor.

c) 2014 Building Block Party Honorees – Colleen Merays presented a list of Building Block Party honorees generated by the committee and staff. Richard Antokol asked for a motion to approve the list of honorees as presented.

Sid Ramotar made a motion to accept the list of Building Block Party honorees as presented. Joe O'Connor seconded the motion. All in favor.

Finance

a) May 2014 Financials – Jim Salengo & Colleen Merays reviewed the financials and answered questions, noting the Repairs expense line was high due to major Bobcat utility vehicle repairs. Metroplex has agreed to help cover the cost of these repairs.

2) Executive Director's Report – Jim Salengo

a) Outdoor Program

i) Bobcat 5600 Repair Updates - The work is 100% complete on the Bobcat. All rust has been repaired and the new bed has been installed. The new bed and interior floors have been sprayed with Linex to help protect the vehicle from damage and rust.

- ii) **Maintenance Items/Garbage Can Refurbishment** – We are working with the City to clean and refurbish all the green metal garbage cans on the eastern side of Erie Blvd.; we are removing and replacing them and the City is sandblasting and repainting them.

b) Marketing /Communications

i) **Publications**

- 1) **Explore Downtown Schenectady** – The next issue is scheduled to come out this Friday, June 27 in the Gazette as a tab insert. The cover story is Mexican Radio.
- 2) **New Visitor Guide & Map** - We are wrapping up all the changes and should go to the printer in July.

4) New/Old Business

- a) **2014 Annual Meeting** – Jim reminded the board that our Annual Meeting will be held at Mexican Radio on July 29 from 5-7pm. It will be primarily a mixer with a few brief comments.
- b) **Merchant Mash Up** – Colleen Merays distributed a handout with comparisons between past Merchant Mash Up promotions.
- c) **Building Purchase** - Sid Ramotar suggested revisiting the possibility of purchasing a building, since he feels we are spending \$2,000 a month and getting nothing in return for our money.
- d) **Marketing Downtown** - Richard Antokol suggested looking at a proactive branding program to market Downtown Schenectady as a destination now that we have a strong product to “sell.”

Chris Spraragen made a motion to close the DSIC meeting. Joe O’Connor seconded the motion. All in favor. Board meeting closed 9:45am.

Richard Antokol opened the DSAD meeting at 9:45am.

No new business.

Joe O’Connor made a motion to close the DSAD meeting. Chris Spraragen seconded the motion. All in favor.

Meeting closed at 9:46am.