

**Downtown Schenectady Improvement Corporation/
Downtown Special Assessment District
Board Meeting Minutes
May 31, 2016**

Attending: Richard Antokol, Lori Selden, Carmel Patrick, Heather Peterson, Jeff Desnoyers, Jeff Morlang
Absent: Austin Fisher, Chris Spraragen, Rudy Grant
Staff: Jim Salengo, Gail White
Guest: Jason Marra, Cusack & Company

Downtown Schenectady Improvement Corporation

Richard Antokol opened the meeting at 12:07pm.

Richard and Jim welcomed the new board members, Jeff Desnoyers & Jeff Morlang, and introductions were made.

1) Approvals

- a) **2015 Audited Financials - Presentation by Jason Marra, Cusack & Co.** - Jason walked the board through the audited financial statements and letter to the board and answered questions. In summary, the Independent Auditor Opinion once again shows a clean audit. The Statement of Financial Position is comparable to last year.

Carmel Patrick made a motion to accept the draft proposal of the 2015 Audited Financials presented by Jason Marra. Jeff Desnoyers seconded the motion. All in favor.

- c) **Meeting Minutes: April 26, 2016** – Richard asked for a motion to approve the minutes from the April 26, 2016, board meeting.

Heather Peterson made a motion to approve the board minutes from April 26, 2016. Lori Selden seconded the motion. All in favor.

3) Executive Director's Report

a) Outdoor Program

- i) **Hometown Heroes Banner Ceremony** – The kickoff for the Hometown Heroes Program is tomorrow, June 1 at 11am at the Schenectady Armory. Ray Legere has been a tremendous help in helping us get ready for the ceremony.
- ii) **2016 Flower Program Update** – The flowers baskets are up and the issues with the new Union Street light poles have been resolved. Colleen and Gail planted all the street planters.

b) Building Block Party/Annual Meeting

- iii) **Format Changes** - Jim recommended changing things up this year and presenting our awards at the Annual Meeting instead of the Building Block Party, since it is very difficult to present during that large social event. We are hoping to add some new, fun components to the Building Block Party for 2016. If you have any suggestions, please let Colleen know. Our plan is to hold the Annual Meeting Mingle at the DoubleTree Hotel on July 26.
- iv) **2016 Award Honorees** – If you have any suggestions, please send them to Colleen ASAP.

c) Marketing & Communications

- i) Vale Park Weenie Roast** – A Weenie Roast will be held on Friday at 11am to support the Vale Park Task Force. Carmel Patrick has flyers available.
- ii) City Living Tour & HOMES Fair** – Takes place June 26, 10am-2pm. We are coordinating a tour of several new downtown residential projects. Jim passed out the completed flyer and updated the board. Another planning meeting is scheduled with the city on Friday, June 3.

4) New/Old Business

- i) Schenectady County Visitor Guide** – The County has contracted with the Spotlight newspaper to sell ads for this new guide. It will be an 8x10 magazine, not a brochure like our Visitor Guide & Map. Discussion followed regarding ideas and support for a Schenectady Visitors Bureau.

Carmel Patrick made a motion to close the DSIC meeting. Jeff Desnoyers seconded the motion. Meeting closed at 1:40pm.

Downtown Special Assessment District

Richard Antokol opened the DSAD meeting at 1:40pm.

No new business.

Carmel Patrick made a motion to close the DSAD. Lori Selden seconded the motion. Meeting closed at 1:42pm.