

**Downtown Schenectady Improvement Corporation/  
Downtown Special Assessment District  
Board Meeting Minutes  
January 26, 2016**

**Attending:** Richard Antokol, Chris Spraragen, Carmel Patrick, Heather Peterson,  
Lori Selden  
**Absent:** Austin Fisher, Rudy Grant  
**Staff:** Jim Salengo, Colleen Merays, Gail White

**Downtown Schenectady Improvement Corporation**

Richard Antokol opened the meeting at 12:05pm.

**1) Approvals**

- a) **Meeting Minutes – October 27, 2015 & November 10, 2015** – Richard Antokol asked for a motion to approve the minutes from the October & November board meetings.

*Heather Peterson made a motion to approve the board minutes from October 27, 2015 & November 10, 2015. Lori Selden seconded the motion. All in favor.*

**2) DSCI/DSAD Board Structure**

- a) **Board Vacancies** – With the passing of Joe O’Connor and the resignation of Jack McDonald, the DSIC needs to fill the open board seats. Potential board members should have diverse skill sets and district representation, as well as available time and knowledge about the DSIC. Discussion followed regarding the nomination process and how to streamline it. **ACTION:** Jim will include a call for board interest in the next several DSIC weekly e-newsletters; board members to send Jim Salengo suggested names for potential board members by next meeting.
- b) **Board Committees/Members** – Jim reviewed board committees he feels the organization should have and the possible board members to serve on each. The possible expansion of the district was also discussed; this is a complicated enough topic to merit its own sub-committee.
- c) **Auxiliary Board Structure** – The board discussed the idea of having small auxiliary board of non-voting members to enhance discussions and diversity at board meetings. The auxiliary board concept will be tabled for now, and we will instead invite potential members to first serve on one of the board committees and perhaps provide reports at future board meetings.
- d) **Board Meeting Guests** – A consensus was reached that having regular guests at board meetings may impact limited meeting time. Instead, guests will be invited to present at board meetings when a topic is particularly timely or relevant to board operations or discussions.

**3) Executive Director Report**

**a) Marketing and Communications**

- i) **Schenectady Soup Stroll** – We were approached by Billy McDonald (Van Dyck) and Mike Rochette (Centre Street Pub) about assisting with a winter soup stroll. Colleen has been helping them with the logistics and has set up a Facebook page for the event. It is generating a lot of public interest. Going forward, if the event is really successful, we will consider incorporating it into the DSIC’s annual promotions calendar. The board discussed balancing downtown’s various food walks more tourism-related events; this can be addressed through the board marketing & communications committee.

**b) Outdoor Program**

**i) Solar Lights** – We have installed solar lights in the trees at the entrance to the Stockade at Erie Blvd. and Union Street, since no electric outlets are available there for other decorations. They seem to be working well; we have budgeted to add others in the district this year if they continue to operate well in this location.

**ii) Flower RFP** – The RFP will be going out this week for 350 hanging flower baskets, plus flowers for downtown street planters.

*Heather Peterson made a motion to close the DSIC meeting. Chris Spraragen seconded the motion. Meeting closed at 1:10pm.*

**Downtown Special Assessment District**

**Richard Antokol opened the DSAD at 1:10pm.**

No new business.

*Lori Selden made a motion to close the DSAD. Carmel Patrick seconded the meeting. Meeting closed at 1:11pm.*