

**Downtown Schenectady Improvement Corporation/  
Downtown Special Assessment District  
Board Meeting Minutes  
August 29, 2017**

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

**Downtown Schenectady Improvement Corporation**

Heather Peterson opened the meeting at 12:07pm. Jim Salengo welcomed the new board officers that were vote in at the Annual Meeting on August 8, 2017. They are as follows: Heather Peterson - President, Chris Spraragen - Vice President, Rudy Grant - Treasurer & Carmel Patrick - Secretary.

**1) Approvals**

**a) Meeting Minutes:** Heather Peterson asked for a motion to approve the minutes from the June 27, 2017 board meeting.

*Jeff Desnoyers made a motion to approve the board minutes from June 27, 2017. Jeff Morlang seconded the motion. All in favor.*

**b) Updated 2016 Audited Financial Statements:** Jim Salengo explained the changes regarding parking note interest calculations that were made to the approved 2016 audited financials, as communicated via email by Jason Marra from Cusack & Company.

*Austin Fisher made a motion to accept the updated 2016 Audited Financial Statement as presented. Carmel seconded the motion. All in favor.*

**2) Executive Director's Report**

**b) Outdoor Program**

**i) Staffing** – We replaced one of our seasonal watering positions due to reliability issues; the process is now going more smoothly. Over the winter we will be doing some research to see how other BID's handle summer watering and if there are any companies that contract out to do the work.

**d) Warehouse Space Update** – Negotiations for potential new warehouse/garage space on Edison Avenue fell through. Jim will talk to J.T. Pollard about perhaps including warehouse space for us in his plans for the Mill Artisan District.

**a) Marketing & Communications**

**i) Annual Meeting Mingle** – Jim reviewed the Annual Meeting Mingle for board members who did not attend. Discussion continued on the format of future meetings.

**ii) Building Block Party** – This will be our 15<sup>th</sup> Annual Building Block Party. Current plans are to hold the fundraiser on the rooftop of the Broadway Parking Garage (rain location will be the Schenectady Armory). It will be a full party with a DJ, dance floor, food & drinks; no silent auction is planned. The date is October 5, 2017 from 5:30 – 9pm.

- iii) **Jammin' on Jay** – We are partnering with Schenectady County on this free weekly concert series on Jay Street near Johnny's Restaurant. Several restaurants are sponsoring the event. If it goes well, we may look at turning it into a longer summer series next year.
- iv) **Electric Vehicle Community Event** – We are working with the city to promote their National Drive Electric Event on Saturday, September 9. The event will take place around City Hall. We are helping to create new Electric Vehicle Charging Station banners to be hung at each of the city's five new stations, several of which are in downtown.
- v) **2017 Wing Walk** – The 6<sup>th</sup> Annual Wing Walk is scheduled for Saturday, October 7 from Noon-5pm. We are still getting responses from restaurants.
- vi) **2017 Christmas Market** – City Councilmember John Polimeni came to us about coordinating an outside Christmas Market in downtown with vendors, food and entertainment. It is being planned for December 10, the same day as the City Hall-iday and Chili Chowdown. If it works out well, we can build on it for future years.

### 3) New/Old Business

- a) **2018 Board/Staff Planning Retreat** – We would like to plan the retreat on Thursday, September 7 from Noon-5pm. Details to follow in an email.

*Carmel Patrick made a motion to close the DSIC meeting. Chris Spraragen seconded the motion. Meeting closed at 1:01pm.*

Heather Peterson opened the DSAD at 1:01pm.

*Chris Spraragen made a motion to accept the updated 2016 Audited Financial Statement as presented. Jeff Morlang seconded the motion. All in favor.*

*Lori Selden made a motion to close the DSAD. Carmel Patrick seconded the motion. All in favor. DSAD closed at 1:05pm.*