

**Downtown Schenectady Improvement Corporation
Downtown Special Assessment District
Board Meeting Minutes
October 25, 2022**

Attending: Heather Peterson, Ray Legere, Michael Burns, Jeff Morlang, Andrea Cortelyou, Austin Fisher
Staff: Jim Salengo, Gail White, Amy Sonder
Absent: Mitch Ramsey, Paul Ambrose, Phil Wajda

Downtown Schenectady Improvement Corporation

Meeting took place at Heather Peterson's office. Heather opened the meeting at 12:02 p.m.

1. **Consent Agenda** – Heather asked for approval on the consent agenda; discussion occurred regarding this year's Annual Meeting. The consent agenda was adopted unanimously.
 - a) Meeting minutes from 9/27/2022
 - b) Executive Director's Report for 10/25/22
 - c) September 2022 financials

2. **Board Committee Reports**
 - a) *Governance Committee*: Heather reported that there has been no meeting since the last report. Next objective is to discuss possible board expansion. We also need a succession plan for Heather and Austin, who both roll off the board in May 2023.
 - b) *Finance Committee*: Jim will set up a two-hour meeting on November 1 at 3 p.m. to go over the 2023 draft budget and future funding needs.
 - c) *Beautification Committee*: Andrea stated that the RFPs are due today for the Jay St. Square project. There was a meeting with Peter Blood, son of late local artist Robert Blood, who is open to the idea of showcasing some of his father's work in downtown. There are details that still need to be worked out. The holiday trees for the planters on State Street have arrived and volunteers will be stringing the lights; the city will install the trees in the planters next week. National Grid will help hang the wreaths again this year on State Street. The press conference for this year's IlluminoCity promotion is scheduled for November 9.
 - d) *Residential Committee*: Gail noted an invitation was sent out but only one board member responded, so no meeting has been scheduled yet.
 - e) *Outdoor Program Committee*: Austin stated that there are no new committee updates. He will add fields in our reporting software to document lights and outlets that are out on city poles and to track missing trees around downtown.

3. **New/Old Business** –
 - a) *2023 Budget Update*: Jim is continuing to work on the budget. We need to present the budget to City Council on November 21. Jim will send a Doodle poll to schedule the next budget meeting.

Austin Fisher made a motion to adjourn the DSIC meeting. Jeff Morlang seconded the motion. All in favor. Meeting adjourned at 12:39 p.m.

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Heather Peterson opened the DSAD at 12:39 p.m.

No new business.

Ray Legere made a motion to close the DSAD. Andrea Cortelyou seconded the motion. All in favor. Meeting adjourned at 1:40 p.m.