

**Downtown Schenectady Improvement Corporation
Downtown Special Assessment District
Board Meeting Minutes
November 29, 2022**

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

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; October financials were pulled for discussion. The consent agenda was adopted unanimously.
 - a) Meeting minutes from 10/25/22 and 11/16/22
 - b) Executive Director's Report for 11/29/22
 - c) October 2022 financials

2. **Board Committee Reports**
 - a) *Governance Committee*: Heather reported that the next meeting will be December 7 at 2p.m. Discussion will be about board succession planning and the process to increase board size. Board members were asked send head shots to Gail to add to the website.
 - b) *Finance Committee*: Heather discussed compiling a list of city related DSIC projects with estimated costs to share with the City Council. Would like to see this wrapped up by end of January. Jim will work on the list.
 - c) *Beautification Committee*: Andrea reported that the next meeting for the Jay Square project is scheduled for December 6. Designer Mary Moore Wallinger is collecting information to present at the meeting. There is a meeting tomorrow, Nov. 30, regarding the proposal to display Robert Blood sculptures in downtown this summer. Further discussion included art murals.
 - d) *Residential Committee*: Gail noted an invitation was sent out but only one board member had responded, so no meeting has been scheduled yet.
 - e) *Outdoor Program Committee*: Austin updated data fields in our reporting software to document lights and outlets that are out on city poles and to track missing trees around downtown. Austin and Gail will get together to cover reporting details on the app.
 - f) *Special Events*: Amy stated that Soup Stroll is slated for January 28. We are using a new advertising group to place expanded regional ads for Soup Stroll and Restaurant Week.

3. **New/Old Business** –
 - a) *Board Meetings*: Jim asked the board to think about what times and days would be best for 2023 board meetings. To follow up via email.

Andrea Cortelyou made a motion to adjourn the DSIC meeting. Ray Legere seconded the motion. All in favor. Meeting adjourned at 1:07 p.m.

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Heather Peterson opened the DSAD at 1:07 p.m.

No new business.

Michael Burns made a motion to close the DSAD. Ray Legere seconded the motion. All in favor. Meeting adjourned at 1:08 p.m.