

**Downtown Schenectady Improvement Corporation  
Downtown Special Assessment District  
Board Meeting Minutes  
May 30, 2024**

**Attending:** Heather Peterson, Austin Fisher, Michael Burns, Mitch Ramsey, Phil Wajda, Andrea, Cortelyou, Tate Ottati, Bashir Chedrawee, Ellen McHale  
**Absent:** Ray Legere  
**Staff:** Maureen Neufeld, Carney McGuire, Gail White

**Downtown Schenectady Improvement Corporation**

The meeting took place at the DSIC office at 143 State St. Called to order at 12:02 by Heather Peterson.

1. **Consent Agenda** – Items in the consent agenda were approved unanimously.
  - a. Meeting minutes from April 29, 2024
  
2. **Board Committees**
  - a. **Governance Committee** | Committee members are Heather, Ray & Austin.
    - The legislation to expand the board is still in process. Tate is pending!
  
  - b. **Beautification** | Committee consists of Carney, Andrea, Maureen, Ellen & Tate.
    - Committee will be meeting June 18<sup>th</sup> at 11:30 at DSIC.
  
  - c. **Outdoor Program** | Committee consists of Phil, Austin and Mitch
    - Carney updated on physical space.
    - Outdoor team had training with Mike Saccocio at City Mission. Carney would like the board to take a meeting with Mike on ways we can further work together. Board is inclined to have that set up.
    - General updates with all that the outdoor team has on schedule. Going remarkably well given staffing shortages, heat and increased work requests from stakeholders.
    - All billing with Metroplex is up to date.
  
  - d. **Special Events** | Committee consists of Ray, Bashir and Michael
    - Promotions position has been filled. Sarah Lokker will be relocating from Rome, New York. She currently works for the City of Rome as their marketing & events person. She will be starting July 1<sup>st</sup>.
    - An Ad Hoc committee will meet on June 24<sup>th</sup> to discuss overview thoughts on her onboarding
    - Tater Trot has been scheduled for July 13<sup>th</sup>.
    - Annual meeting will be rescheduled for later in the summer to put together a proper format.
    - Building Block part tentatively scheduled for November 7<sup>th</sup>.
  
  - e. **Finance Committee**
    - Majority of the meeting was spent on going through the amended 2024 budget in great detail.

***Phil Wajda made a motion to adopt the amended 2024 budget as presented. Michael Burns seconded the motion. All in favor. None opposed. Motion carried.***

***Mitch Ramsey made a motion to adjourn the DSIC meeting Ellen McHale seconded the motion. All in favor. Motion carried and the meeting adjourned at 1:01p.m.***

**Downtown Special Assessment District**

Heater Peterson opened the DSAD at 1:01 p.m.

***Phil Wajda made a motion to adopt the amended 2024 budget as presented. Michael Burns seconded the motion. All in favor. None opposed. Motion carried***

***Austin Fisher made a motion to close the DSAD, Andrea Cortelyou seconded the motion. All in favor, motion carried the DSAD was adjourned at 1:02 p.m.***