

Downtown Schenectady improvement Corporation
Downtown Special Assessment District
Board Meeting Minutes
August 27, 2024

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

Downtown Schenectady Improvement Corporation

The meeting took place at the Karen Johnson Central Public Library | Swanker Board Room. Heather Peterson called the meeting to order at 12 p.m.

Mike spoke about the City Mission and our partnership with them.

1. **Consent Agenda** – Items in the consent agenda were approved unanimously, after a request to discuss the financials
 - a. Meeting minutes from July 30, 2024
 - b. Executive Director Report
 - c. July 2024 Financials

2. **Board Committees**
 - a. **Governance Committee** | Committee members are Heather, Ray & Austin.
 - Need to start the 2–5-year strategic plan in November | December.
 - It is time to think about who would qualify as new board members.

 - b. **Beautification** | Committee consists of Andrea, Ellen & Tate.
 - Tate is working on a couple of mockups for the area at Exit 5 off 890

 - c. **Outdoor Program** | Committee consists of Phil, Austin and Mitch & Ray
 - Carney updated on the planning for the next 60-9—120 days. Big lifts removal of flower baskets
 - The city will be helping with the hanging of the wreaths
 - Carney & Austin will be meeting with David Hogenkamp at Metroplex
 - Cana Lily bulbs are going to be saved. Volunteer opportunity for Union College folks

 - d. **Special Events** | Committee consists of Ray, Bashir & Michael
 - The Building Block Party will be held at the SUNY Schenectady RISE Gallery on November 7, 5:30 – 8 p.m.
 - Wing Walk is October 5
 - Fall Spooktacular is October 12

 - e. **Marketing Committee** | Committee consists of Michael, Bashir, Tate & Ray
 - No Updates

 - f. **Finance Committee**
 - Andrea is going to start looking at weekly activity
 - Discussed various that are coming up
 - Update on what has been billed out for Metroplex Landscaping. We need to add a foot note on what has not on the monthly finance report
 - Discussed Annual Meeting. Would like to have in September
 - Need to look at Insurance and Professional services

Ray Legere made a motion to adjourn the DSIC meeting. Michael Burns seconded the motion. All in favor. Motion carried and the meeting adjourned at 12:50 p.m.

Downtown Special Assessment District

Heather Peterson opened the DSAD portion of the meeting at 1:16 p.m. No New Business

Ray Legere made a motion to close the DSAD. Michael Burns seconded the motion. All in favor, motion carried the DSAD was adjourned at 1:16 p.m.