

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Thursday, November 10, 2016**

CALL TO ORDER:

Chair Beth Herendeen called the meeting to order at 7:32 a.m.

Directors Present: Beth Herendeen, Jim Rundborg, Kelly Preston, Christine Callahan, Jennifer Whitman, Andy Joslyn and Kim Lawrence

Directors Absent: Randall Chambers and Fred Motz

Others Present: Heather Tracy, DDA Coordinator
Dan Coss, City Administrator
Mark Vogel and Paul VandenElzen from Avant Marketing
Aaron M. Stevens from Abraham & Gaffney, P.C.
Bob Smith, Chair of Planning Commission

APPROVAL OF AGENDA: On motion by Director Rundborg, seconded by Director Lawrence, and carried by unanimous vote of the Board to approve the Agenda.

APPROVAL OF October 11, 2016 MEETING MINUTES: On motion by Director Whitman, seconded by Director Callahan and carried by unanimous vote of the Board to approve the minutes as is.

ACCOUNTS PAYABLE November 2016 On motion by Director Joslyn, seconded by Director Preston and carried by unanimous vote of the Board to approve the Accounts Payable.

PUBLIC COMMENTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Audit Presentation by Abraham & Gaffney, P.C.-Aaron M. Stevens
Aaron M. Stevens presented the audit.
On motion by Director Rundborg, seconded by Director Joslyn, and carried by unanimous vote of the Board to approve and file the audit.
2. Downtown Speaker Proposal
Dan Coss discussed the proposal from Sound Solutions

- On motion by Director Rundborg, seconded by Director Joslyn, and carried by unanimous vote of the Board to approve the purchase and installation of four new speakers to replace the four old ones.
3. Avant Marketing Presentation
Mark Vogel introduced Avant Marketing
Paul Vanden Elzen explained their project plan

STAFF AND COMMITTEE REPORTS:

1. Coordinator's Report: Mrs. Tracy provided a written and verbal report.
2. City Administrator's Report: Mr. Coss provided a verbal report.
3. Council Report: Mayor-Director Rundborg provided a verbal report.

ADJOURNMENT: On motion by Director Lawrence seconded by Director Joslyn, and carried by vote of the Board to adjourn at 8:28 am.

Respectfully Submitted:

Heather Tracy, DDA Coordinator
For Andrew Joslyn, Board Secretary