

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, October 11, 2016**

CALL TO ORDER:

Chair Beth Herendeen called the meeting to order at 7:35 a.m.

Directors Present: Beth Herendeen, Jim Rundborg, Kelly Preston, Christine Callahan, Randall Chambers, and Kim Lawrence

Directors Absent: Jennifer Whitman, Andy Joslyn, and Fred Motz

Others Present: Heather Tracy, DDA Coordinator

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

APPROVAL OF August 9, 2016 MEETING MINUTES: On motion by Director Lawrence, seconded by Director Rundborg and carried by a vote of the Board to approve the minutes as is.

ACCOUNTS PAYABLE September 2016 On motion by Director Rundborg, seconded by Director Lawrence and carried by a vote of the Board to approve the Accounts Payable.

RECEIVE AND FILE June 2016 TREASURER'S REPORTS: On motion by Director Rundborg, seconded by Director Callahan and carried by vote of the Board to receive and file the reports.

PUBLIC COMMENTS: None.

OLD BUSINESS:

1. Marketing Initiative Recommendation to move forward with Avant Marketing
On motion by Director Rundborg, seconded by Director Lawrence, and carried by a vote of the Board to sign the executed contract and mail the check.

NEW BUSINESS:

1. WLNS Marketing Proposal

On motion by Director Chambers, seconded by Director Preston, and carried by a vote of the Board to create a holiday commercial campaign with interested businesses using up to \$1,000 to cover the DDA costs of the program.

STAFF AND COMMITTEE REPORTS:

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

ADJOURNMENT: On motion by Director Rundborg seconded by Director Lawrence, and carried by vote of the Board to adjourn at 8:32 am.

Respectfully Submitted:

Heather Tracy, DDA Coordinator
For Andrew Joslyn, Board Secretary