

IOWA CITY DOWNTOWN DISTRICT

Board of Directors Meeting Minutes May 28, 2014

Voting Members Present: Catherine Champion, Kevin Digmann, George Etre, Mark Ginsberg, Ritu Jain, Kent Jehle, Karen Kubby, Patty McCarthy, Bill Nusser, Steve Pajunen, Joni Schrup, Naftaly Stramer, Mark Weaver.

Non-Voting Members Present: Steve Boyd, Jeff Davidson, Kate Moreland.

Staff Present: Nancy Bird, Betsy Potter.

Voting Members Absent with Notice: David Kieft.

Non Voting Members Absent with Notice: Evan McCarthy, Josh Schamberger.

1. Call to Order

President Bill Nusser called the meeting to order at 3:05 p.m. at Old Capitol Town Center, 201 S. Clinton St., Iowa City, Iowa.

A quorum of 13 of 14 voting members was present.

2. Member Open Forum

On behalf of the Old Capitol Town Center, Kevin Digmann welcomed everyone to the meeting in the newly renovated conference room on the building's north end. It will be available for rental.

3. Approval of April 23, 2014, Meeting Minutes

Mark Ginsberg moved to approve the April 23, 2014, Board Meeting Minutes as presented. Ritu Jain seconded the motion. There was no discussion. The motion passed 13-0.

4. Finance Report

Kent Jehle reviewed the April financial reports. A recap of the Top Chef event will be presented next month. Expenses include the second sidewalk cleaning. Income increased due to the receipt of the property tax pass through with an additional payment expected before June 30th.

Kent Jehle moved to approve the April 2014 Financial Reports as presented. Mark Weaver seconded the motion. There was no discussion. The motion passed 13-0.

5. FY2015 Budget Review

Kent Jehle presented highlights of the draft budget, as referenced in the accompanying memo prepared by Nancy Bird. Members reviewed each line item. Adjustments will be made to expenses to reflect that Downtown Works has been selected as the retail consultant.

The contingency is very low. Sponsorships will be sought. The Streetscape Plan's impact on the budget is not yet known. Research is underway which will inform the design plans. Members were interested in knowing more about the proposal for art at Blackhawk Mini Park. The just published second edition of the Downtown magazine produced by the Iowa City Press-Citizen was discussed. Special events were discussed.

The budget will be refined and presented for a vote next month.

(Mark Weaver left the meeting at 3:55 p.m.)

6. Executive Committee Update

Bill Nusser announced the following new committee members will be nominated in June:

Ritu Jain: President-Elect

Joni Schrup: Secretary

He expressed appreciation to them as well as Mark Weaver and Naftaly Stramer who indicated interest in serving in FY16.

Karen Kubby requested that members reflect on voting next month to change the policy to allow attendance by non-members at board meetings. She reviewed the current policy. There was discussion about the impact on discussion with many expressing doubt about honest open conversations if non-members were present.

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Nusser requested Bird and Betsy Potter leave the meeting in order for the board to discuss personnel matters. They left at 4:10 p.m.

Nusser stated he completed Bird's annual performance evaluation with input from the Executive Committee. The committee recommended a 4% salary increase retroactive to the one year anniversary of Bird's hiring in September.

Mark Ginsberg moved to approve the 4% salary increase for Nancy Bird retroactive to September. Ritu Jain seconded the motion. There was no discussion. The motion passed 12-0. Bird and Potter returned to the meeting at 4:12 p.m. Nusser informed Bird of the board decision regarding her salary.

7. Executive Director's Update

Bird reviewed her written report. All are encouraged to invite members and friends to attend the Annual Meeting on June 26, 5 p.m.-7:30 p.m. at the Englert Theatre. It is a ticketed event which is free to members, friends, and board members. \$25 per person for the public. Sponsors include Iowa City Area Development Group, and the Iowa City/Coralville Area Convention and Visitors Bureau.

Members were reminded that downtown gift cards can be used at participating businesses and staff will offer training on how to process the cards. There was some confusion during EntreFest.

8. Ex-Officio Updates

- Iowa City Area Development Group, Kate Moreland: A new task force with representatives from the City of Iowa City, Chamber of Commerce, University of Iowa, ICDD, and ICAD is working to welcome international residents to the area. New banners in several languages and an online presence will be developed.
-A regional workplace culture workshop will be held in Cedar Rapids on June 12th.
- Iowa City Area Chamber of Commerce, Steve Boyd: Steve expressed appreciation to Nancy Bird for her recent presentation to Chamber Past Chairs.
-The Disney Institute will be featured at a July 8th workshop. Register online.
- City of Iowa City, Jeff Davidson: The non-profit donation meters will be removed in coming months.
-Eight applications were received for the Building Change Program.
-The third and final reading of the proposed new sign ordinance will be considered by the City Council next week.
-In response to a question, Davidson will follow up on communications about repairing sidewalk vault doors.
- Iowa City/Coralville Area Convention & Visitors Bureau, Josh Schamberger: The Herky's on Parade public art project will debut on May 5th. Anyone interested in helping unveil statues in the ICDD can contact Nancy Bird. There will be 84 statues displayed until late August. They will be auctioned as a benefit for United Way.
Schamberger stated the ICCCVB is reorganizing to be more inclusive. Dues will be reduced.

Bill Nusser stated the June meeting will be at Iowa City Public Library. The July meeting may be at MidWestOne Bank.

10. Adjourn

Mark Ginsberg moved to adjourn the meeting at 4:28 p.m. The motion was seconded by Ritu Jain.

Respectfully submitted by Patty McCarthy, Secretary