



## **Thayer Street District Management Authority Board of Directors Meeting**

Tuesday, May 7, 2019

### **MEETING MINUTES**

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 9:08 AM.

#### **1. Roll Call**

*Directors:* Paul Greisinger, Chair; John Luipold; Albert Dahlberg; Richard Dulgarian; Joe Mardo; Jason Sweeney; Lauren Berk and Donna Personeus, Executive Director

*Absent:* David Everett, Stephen Lewinstein

*Guest:* Officer Kelly Mitchell, Brown University

#### **2. Discussion and Vote to Approve Minutes from April 2, 2019**

Minutes from the April 2, 2019 meeting, presented by Ms. Personeus, were approved after a motion by Mr. Luipold, which was seconded by Mr. Sweeney. The vote was unanimous by all attending Board members.

#### **3. Discussion and Vote to Approve Financial Reports as provided on May 7, 2019**

Financial Reports were presented May 7, 2019 by Ms. Personeus, and were approved after a motion by Mr. Luipold, which was seconded by Mr. Mardo. The vote was unanimous by all attending Board members.

Ms. Personeus presented the second draft of the TSDMA FY 2020 Budget for discussion. It was decided by the Board to make the marketing of Thayer Street the top priority for FY 2020. Ms. Personeus was asked to combine all marketing line items into one Thayer Marketing line item on the budget. Also, Ms. Personeus was asked to make a transfer of capital to ensure a marketing budget of \$25,000 for FY 2020. A marketing committee would be formed to outline how the budget would be spent. In addition to Ms. Personeus, the following Board members agreed to participate on the committee: Mr. Mardo, Mr. Sweeney, Mr. Greisinger, Ms. Berk, and Mr. Luipold. Ms. Personeus will attempt to schedule a committee meeting before the next TSDMA Board meeting. Ms. Personeus stated that Ocean State Facility Services Inc. had asked for an increase in hourly rate. She explained that the vendor stated they had not received an increase in the \$16 hourly rate since before 2010. Mr. Luipold asked Ms. Personeus to secure the breakdown of the hourly rate of staff to company overhead and report back at the next meeting.

Ms. Personeus will incorporate updates made to the second draft into the final budget that will be presented at the June 4, FY 2020 Budget Public Hearing and Board Meeting.

#### **4. Chairman Report.**

Mr. Greisinger updated the Board on the results of the public meeting on the petition. He explained that only two members of the public attended, Josh Eisen and Brian Bishop, in addition to City of Providence employees,

TSDMA Executive Director, Donna Personeus and himself. Mr. Greisinger mentioned that CHNA would be sending a letter of support for the final City Council approval vote.

### **5. Executive Director Report**

Ms. Personeus reported that she emailed her Executive Director report on May 6, 2019 to each Board member. There was not a request to add any items for further discussion to the agenda for today's meeting.

Mr. Luipold asked Ms. Personeus the status of the audit. He stated he was concerned on the amount of time it was taking to complete. He asked Ms. Personeus to make completing the current audit her top priority, then move immediately on to the next, so that the TSDMA would be up to date moving forward. Ms. Personeus said she would make completing the current audit and the next her top priority.

Ms. Personeus updated the Board on the status of Thayer Street Public Art Project. She stated she had secured Wheeler School as our partner in the pilot project, a mural on the side of the Sneaker Junkie location. The building owner would be completing the wall preparations and then the mural painting would immediately begin. The full mural is due for completion by June 13, 2019.

### **6. Thayer Street Planning Study Committee Update**

The petition submitted by the TSDMA, to the City of Providence, to amend the City Council Article 5, Section A, Subsection 8 of the Zoning Ordinance, was approved and passed by the Providence City Council.

### **7. Merchants Report**

Mr. Sweeney updated on the Board on the Thayer Street Summer Music Series. He reported the Thayer Street businesses, with the coordination of the musicians lead by Spectrum-India, would be organizing a music series for Thursdays, Saturdays, and Sundays starting in June and running through Labor Day. The TSDMA would support the Music Series with social media, Big Belly posters, and help securing the proper City of Providence permits, licenses, and certificates of insurance. Thayer Street businesses would supply gift card in a value of \$20 - \$25 in lieu of payment.

### **8. Other Business**

#### *Construction & New Tenant Updates*

No updates were given.

There being no further business, the meeting was adjourned at 10:29 AM.