



Thayer Street District Management Authority Board of Directors Meeting

Tuesday, May 2, 2017

MEETING MINUTES

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 915 AM.

1. Roll Call

Directors: John Luipold, Interim Chair; Albert Dahlberg; Steve Lewinstein; David Everett; Susan Mardo; Lauren Berk; & Donna Personeus, Executive Director.

Ex officio member: Edward Bishop; David Shwaery

Absent: Paul Greisinger; Richard Dulgarian; Joanna Levitt

Guests: Katie Silberman, Officer Kelly Mitchell

2. Discussion and Vote to Approve Minutes from April 4, 2017

Minutes from the April 4, 2017 Board meeting, presented by Ms. Personeus, were approved after a motion by Ms. Berk, which was seconded by Ms. Mardo. The vote was unanimous by all attending Board members.

3. Discussion and Vote on Financial Report as provided on May 2, 2017

Financial Reports were presented May 2, 2017 by Ms. Personeus, and were approved after a motion by Ms. Berk, which was seconded by Mr. Dahlberg. The vote was unanimous by all attending Board members.

4. Tax Assessment Revision to Include Residential

Mr. Luipold stated he had not yet spoken to Mr. Handy, the TSDMA attorney, but will connect with him to discuss the procedures the TSDMA could take to allow the TSDMA to assess residential property within the district. He will report his findings back to the Board.

5. FY 2018 Budget Draft Proposal Review

After review and discussion, Mr. Luipold requested Ms. Personeus to make the agreed upon edits to the proposed budget and email the update to the entire Board, asking for comment within a two week period of time.

6. Executive Director Report

Ms. Personeus reported that she emailed her Executive Director report on April 30, 2017 to each Board member. There was not a request to add any items for further discussion to the agenda for today's meeting.

Ms. Personeus reported on the lack of response to the FY 2016 Audit Request for Proposal from the new accounting/auditing firms that she had approached. Mr. Luipold recommended that Ms. Personeus open the RFP process to additional firms and report back at the June Board meeting. Mr. Lewinstein recommended an accounting firm for Ms. Personeus to reach out to for an estimate. All attending Board members were in agreement.

There was a motion to approve Ms. Personeus proceeding with the process of retaining an audit firm for the FY 2016 audit, with a budget of \$5,900 or lower, after receiving the estimate from Mr. Lewinstein's recommended firm. The motion was made by Mr. Dahlberg and seconded by Ms. Berk. The vote was unanimous by all attending Board members

Ms. Personeus shared photos she had taken of trash across the sidewalk outside Durk's Bar-B-Q at 7:30 a.m., and explained that she had spoken with the owners. They told her their trash removal vendor had received complaints about picking up the trash earlier than 7:30 a.m. The Board asked Ms. Personeus to ask Durk's to be more careful about the manner in which the trash is handled so it would left neatly and not impede the people walking on the sidewalk. The Board also asked that the trash be picked up as early as the City of Providence allowed.

7. TSDMA Projects for Grant Opportunities

Ms. Personeus presented additional detailed grant opportunities to the Board. She asked that each Board member provide her with their bio, in paragraph format to be included within each grant package. Mr Dahlberg and Ms. Personeus will begin working on the narrative to be completed by July 1, 2017.

8. Big Belly TSDMA Wayfinding Ad Panel Poster

Ms. Personeus presented the revised Big Belly wayfinding ad panel poster created by Ms. Levitt. After review the Board recommended edits. Ms. Personeus stated she would provide the edits to Ms. Levitt after the meeting for revision.

9. Merchants Report

Ms. Personeus reported she had confirmed with Pilar Brenner, owner of Festival Fete, that each Thayer Merchant would have the opportunity to have a free 10x10 space outside their business, with reservation by an agreed upon date before the festival. Ms. Personeus agreed she would email this information to the merchants.

10. Other Business

Letter to City of Providence Zoning Board on 189 Angell Street property

After discussion regarding whether the TSDMA Board would take a position in regards to the 189 Angell Street property request coming before the City of Providence Zoning Board. It was agreed that the Board would take a position against the application to the Zoning Board. Mr. Dahlberg volunteered to write the letter and asked Ms. Personeus to email it to all TSDMA Board members for consideration and a vote. A motion to submit a letter to the City of Providence Zoning Board regarding the TSDMA's position in regards to Mr. Bronhard's 189 Angell Street property was made by Mr. Luipold and seconded by Mr. Dahlberg.

In order to allow for all TSDMA Board members to review the letter, recommend edits and vote, the vote was taken via email May 10, 2017

The motion passed with a vote of 5 to approve and 4 to abstain.

Vote in Favor: John Luipold, Al Dahlberg, Susan Mardo, Lauren Berk, Stephen Lewinstein

Abstaining: Dave Everett, Joanna Levitt, Richard Dulgarian, Paul Griesinger

Letter attached

There being no further business, the meeting was adjourned at 10:23 AM.