



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

Tuesday, June 3, 2014

MEETING MINUTES

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 9:30 a.m.

1. Roll Call

Directors: Edward Bishop, Chair; Albert Dahlberg; John Luipold; Susan Mardo; Dean Martineau; Paul Greisinger; David Shwaery; Steve Lewinstein; & Donna Personeus, Executive Director. Emily Kish was unable to attend. Guest: Mr. McCormick

2. Discussion and Vote on the Board Meetings Minutes on June 3, 2014

Minutes from the June 3, 2014 board meeting were approved with a small edit after a motion by Mr. Luipold, which was seconded by Mr. Dahlberg. The vote was unanimous.

3. Discussion and Vote on Financial Report

The Financial Reports were presented June 3, 2014 and approved unanimously after a motion by Mr. Shwaery which was seconded by Mr. Luipold.

Ms. Personeus provided resumes and proposals for bookkeeping services from both Ms. MacCuish and Ms. Kennedy. Ms. Personeus stated she would be comfortable working with either candidate. After discussion on each of the candidate's credentials, their proposed monthly fees and further discussion on the bookkeeping tasks they would be responsible for, the Board voted, after a motion from Mr. Luipold which was seconded by Mr. Shwaery, to have Ms. Personeus offer the freelance bookkeeping position to Ms. MacCuish. Mr. Greisinger abstained from voting. All other Board Members voted in favor.

4. Vote to Approve FY 2015 Budget

Ms. Personeus presented the FY 2015 budget to the Board. After a discussion on assessment revenue for FY 2015 the Board voted to maintain the same tax percentage assessment approving the FY 2015 Budget after a motion by Mr. Shwaery which was seconded by Mr. Luipold. The vote was unanimous.

5. Executive Director Update *Audit, September Event, Other Events, Logo Contest*

Ms. Personeus stated she had contacted the audit company of Caliri, Mancini & Barbieri, PC. to begin the audit progress.

Ms. Personeus presented a proposed TSDMA Mission Statement for the Board to review, further discussion to be forwarded to a future meeting.

An update was given by Ms. Personeus to the Board on the progress of the Fall Festival stating the date of Sunday, September 28th had been finalized and that the TSDMA would be partnering with Festival Fete for this event.

Ms. Personeus presented the current logo contest submissions for review and notified the Board that they will be selecting the contest finalists at the July Board Meeting to be presented to the public for additional voting.

Mr. Luipold requested that Ms. Personeus review the State's Open Meeting Laws to ensure the TSDMA Board Meetings are in compliance.

6. Infrastructure Update: *Parklet, Street Improvements, Cameras, Trash compactor*

Mr. Dahlberg reported that Brown has agreed to manage/oversee the parklet project. The current construction and installation will be complete in time for the Thayer Street September 28th Festival.

Mr. Dahlberg reported there was no update on the security cameras. He also reported the compactor contract was currently in the last phase of review by Brown's legal department and should be resolved soon.

Mr. Dahlberg introduced Mr. McCormick of Brown as a guest speaker to update the Board regarding Brown University's Master Plan. Mr. McCormick spoke to two projects: Expansion of the School of Engineering and the South Street Power Station. He also updated the Board on the status of the Thayer Street Bumpouts and Cushing Street Alley. Mr. McCormick also updated the Board on Brown's requests to the City Re-Zoning Board requesting expansion of the I2 zone and I3 overlap zone on Thayer to allow for institutional use on upper stories.

7. Other Business - Board

Ms. Mardo updated the Board regarding the employee parking survey regarding shift times, number of employees, type of transportation. She will compile the data and report back to the Board at a later date when she has received enough responses.

8. Other Business - Public

There being no further business, the meeting was adjourned at 10:30 am.