



MINUTES
December 15, 2015
BROOKLYN DOWNTOWN DEVELOPMENT AUTHORITY

1. Meeting was called to order by Vice Chair Rene Kullman at 5:36 p.m.
2. DDA Board members present: Rene Kullman, Angel Gormley, Lisa Czubko, Brenda Collins, Josh Mitoska, Mary Koch

DDA Board members absent: J.B. DeJeu, Kristy Elrod, Cera Petrinovic

Others in attendance: Jae Guetschow, Village Manager
3. Motion by Collins, second by Mitoska, to approve the minutes for November 17, 2015, as presented. Approved unanimously.
4. Motion by Collins, second by Czubko, to approve the Financial Report through November 30, 2015 as presented. Approved unanimously.
5. A Special Tribute from Senator Shirkey's office was presented to Dick and Joanie Staub by Vice Chair Kullman recognizing their contributions to the DDA and the Village as the previous owners of the Village Peddler.
6. Old Business
 - a. 2015 Committee Reports/Event Dates – See 7d below
 - b. Marketing/Membership (Lisa/Brenda)
 - Still working on contacts for Board appointments for two vacancies; suggestions:
 - Dorothy at Radio Shack
 - OSB
 - Old National
 - Settings by Susan
 - c. Holiday Open House – It was reported that it was a good day for downtown businesses.
 - d. Christmas Parade & Christmas Tree Lighting – It was reported that Shady's was busy and shops had a lot of customers due to coming in from the rain.
 - Time of the parade was confused in some publicity; recommend developing a flyer that is published in the newspaper no less than 30 days prior to the date and posted in the businesses

- Need an announcer to make announcements about various activities prior to the parade
- Need to include more of the DDA district in the activities

7. New Business

- a. The DDA Board reluctantly accepted Blair Tuckey's email resignation, noting that the Village Council formally accepted the resignation on Dec. 14, 2015.
- b. Manager Guetschow presented the 2016 DDA Board meeting schedule that had been approved by Village Council.
- c. 2016 DDA Board officers: The following slate of officers effective January 1, 2016 were nominated by Czubko, second by Gormley, and unanimously approved by the Board:
 - Chairperson: Rene Kullman
 - Vice Chair: Josh Mitoska
 - Secretary: Cera Petrinovic
 - Treasurer: Brenda Collins
- d. The 2016 DDA Event Calendar was proposed (attached)
 - Discussion about holding the Art Fair/Craft Show during a non-race weekend to allow traffic to be shifted around the square to provide more vendor space.
 - The Car Show location was discussed for August 6
 - The Village needs to consider a new sound system for the Village Square area; needed for announcements during the Art Fair/Craft Show and other events
 - Continue to find sponsors for the reindeer for December 3
 - Suggest awards for float entries and items for raffles during the Christmas Parade activities

8. Reports and Communications

- a. Member Mitoska described the Facebook account he has established for DDA members (any business located in the DDA district)

9. The DDA Board meeting was adjourned at 6:53 p.m.

Respectfully submitted,

Jae Guetschow, Village Manager

Next Meeting: January 19, 2016; 5:30 p.m.