

Regular Meeting of the Gaylord Downtown Development Authority, November 4, 2014

Chairman Seidell called the meeting to order at 7:40 am

Members Present: Burt, Hofweber, Jenkins, Seidell, Sevenski, Thompson, Shafto, McNamara, Reynolds, Church, Burns

Members Absent: Kersten, Edwards

DDA/Farmers Market Manager, Jamie Newhouse

**Minutes:** Motion by Sevenski supported by Hofweber, to approve minutes of the October 7, 2014 regular meeting

Ayes: Unanimous

Correspondence: None

**Welcome and Accept New Board Members:** Shafto, McNamara, Reynolds, Church and Burns

**Financial Report:** Sevenski reviewed the financial report.

**Personnel-Policy Committee Report:** Allocate Farmers Market Pay tabled. Personnel committee Chairman Burt made changes to Employee Handbook added DDA Manager, Changes to Freedom of Information Act allows DDA Manager to answer questions, Motion by Jenkins supported by Thompson.  
Ayes: Unanimous

**Pavilion Rental:** Otsego County Relay For Life- Nu Energy Operating, Inc. Team Stacey Buchinger 5k Color Run to benefit Otsego County Relay for like American Cancer Society. Use of pavilion free on 3/28/2015 at 8:30 a.m. Motion by Sevenski supported by Jenkins. Ayes: Unanimous

**Marketing Report:** Had a meeting with merchants to discuss holiday events. 13 attended.

**Special Events/Farmers Market Report:** Payment agreement-Amount/Frequency for farmers market tabled. Moonlight Madness Survey gave Newhouse ideas to improve next year's event. Alpine Varsity show 11/22 they are using DDA PA system Motion by McNamara supported by Sevenski. Ayes: Unanimous. Shop Local Win Big, Shop and Stroll and Santa Parade Budget is 650.00 Motion by Sevenski supported by Hofweber. Ayes: Unanimous

**DPW Superintendent ED Tholl:** Started putting Christmas lights on trees. Needs 500 more for the snowflakes. Motion by McNamara supported by Jenkins. Bathroom Mirrors replacement tabled for spring.

**50/50:** University Center Board approved to help DDA with License

**Authorized Check signers/Signature Card Changers:** Sevenski, Thompson, Hewitt and Duff

**Credit Card Name Change:** Newhouse is working with Gale at 5/3

**PA system:** Speaker is broke. Newhouse is working on getting price to repair.

**Sale of Sky Lanterns:** Keep sky lanterns. Give to Relay for Life

**Woman's Bathroom:** Paint was chipping of floor. Floor was painted again.

**Annual/First Regular Meeting-timing:** Jan 6 at 6p.m.

**Approval of Bills:** Thrifty Print 29.15, Chamber Membership 157.50, Alpine Web 606.00, Mike Reling 100.00, WMJZ Eagle 101.5 550.00, Water 75.03,5/3 Master Card 105.00, Deni Burzynski 300.00, Brownners 700.00, Total Bills 2622.68 Motion by Thompson supported by Church

Respectfully submitted, Jamie Newhouse, DDA/Farmers Market Manager