

DOWNTOWN OAK PARK BOARD OF DIRECTORS MEETING MINUTES
October 13, 2020
VIA ZOOM

PRESENT: Cindy Summers, Jeff Long, Mary Ludgin, Robbin O’Harrow, Craig Failor (sitting in for Tammie), John Lynch, John “Woody” Linton, Eric Wagner, Kristen Halverson, Naiyana McCaffery, David Schrodt

Absent: Judith Lalor, Tammie Grossman

Staff: Shanon Williams, Anna Kosowski, Naomi Soto

The Downtown Oak Park Board of Directors meeting was called to order by President Cindy Summers at 8:35am via ZOOM.

Motion to Approve September Minutes:

Approved: Eric Wagner

Second: Jeff Long

All in favor

— Motion Carried —

Motion to Approve September Financial Statements:

Approved: Jeff Long

Second: John “Woody” Linton

All in favor

— Motion Carried —

Finance Report // Eric Wagner

Highlights —

Extra Reserve and Snow Removal Accounts - The September budgeted amounts were placed in the Extra Reserve and Snow Removal Accounts, which now total \$119,830 and \$41,274 respectively.

Gift Certificates - The amount of Gift Certificates Sold and Redeemed this year are below last year's. Gift Certificates worth \$11,040 were sold this year versus \$15,090 last year, and \$8,880 were redeemed this year vs. \$29,705 last year.

Better Lake Street Rewards Program - \$20,000 was received from the Village for administrative expenses and to date, \$18,323 has been spent. \$30,000 was received from the Village for the redemption of 1,200 books. As of 9/30/20, \$1,320 has been redeemed to Merchants. As of 10/3/20, 822 books with a value of \$20,550 have been issued.

Without events, everything else is either on budget or below budget

OPEDC / John Lynch

Recommended zoning change update — no updates

- Projects moving forward
- Interest on Lake Street
 - Application for Bar Louie co-working concept was approved — taking all three spaces under FFC.
 - Co-working space on South Blvd approved.
- Hotel update: Holding off until after Lake Street construction
- La Notte is taking over Barclay's space in the Pleasant District.
 - There is interest in this space (on marion).

Village Update // Craig Failor

- North Marion Street Lights
- Lake Street Construction
 - Waiting on ComEd
 - Project on schedule

Marketing Report – Anna Kosowski

a. Street opening event – “Stroll or Scroll”

- downtownoakpark.net/lakestreet
- Professional videographer
- In person events: pumpkin patch, storywalk, live concert
- Merchant offering virtual events/promos/activities

New Business

a. Village budget meeting – Cindy Summers

- The Board would like more information on this for the next board meeting.

b. Snow contract

c. Motion to elect Mike Fox to fill temporary seat as Property Owner

Approved: Mary Ludgin

Second: Jeff Long

All in favor

— Motion carried —

Old Business

a. Construction - No updates. Project on track.

b. Governance Committee on hold/revisit notes from January with Executive Committee.

Consent Reports:

a) Executive Director – Shanon Williams

b) Marketing Director – Anna Kosowski

c) Digital Communication Report – Naomi Soto
*Indicates item for Board Approval

Motion to adjourned meeting at 9:23am by Cindy Summers

Approved: Mary Ludgin

Second: John Lynch

All in favor

— Motion approved —