

**DOWNTOWN OAK PARK BOARD OF DIRECTORS MEETING MINUTES  
SEPTEMBER 8, 2020  
VIA ZOOM**

**PRESENT:** Cindy Summers, Jeff Long, Mary Ludgin, Robbin O’Harrow, Tammie Grossman, John Lynch, John “Woody” Linton,

**Absent:** Naiyana McCaffery, Judith Lalor, Eric Wagner, Kristen Halverson

**Staff:** Shanon Williams, Anna Kosowski, Naomi Soto, Jeff Eng

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

**Motion to Approve August Minutes: For Approval, August Minutes, (Attached)\***

Approved: Mary Ludgin

Second: Jeff Long

*Cindy Summers is abstaining from approving motion.*

— Motion Carried —

**Motion to Approve August Financial Statements**

Approved: Mary Ludgin

Second: Jeff

*Cindy Summers is abstaining from approving motion.*

— Motion Carried —

**Finance Report – Jeff Eng (Eric Wagner absent)**

- Finances are on budget or under budget

**OPEDC UPDATE / JOHN LYNCH**

- Present a recommendation to expand zoning permits
- Currently permitted;
  - Art/fitness
  - Health clubs
  - Closely related
  - Indoor recreation
  - Business service center

## **VOP UPDATE / TAMMIE GROSSMAN**

### Construction:

- Lake Street is open to through traffic. Hemingway District might be postponed.

### Covid update

- 22 cases since September 4th;
  - Oak Park — 69.2 cases per 100,000.
  - Target — 50 cases per 100,000

## **DTOP MARKETING REPORT / ANNA KOSOWSKI**

- Street opening event - Scroll and Stroll
  - Some time in October of 2020.
  - 5 days event
  - Stroll the street or scroll virtually
- Holiday virtual event
- New website
- Merchant spotlights – Naomi
  - The idea of the Member Spotlight is for other businesses and community members to get to know merchants a bit more, and educate them on how their business is doing, with the end goal of inspiring people to come and eat or shop at their business.
  - More info in report.

### **New Business**

- STAFF RETIREMENT BENEFITS
  - Staff Benefits Committee;
    - Eric Wagner
    - Cindy Summers
    - Mary Ludgin

### **Old Business**

- Construction
- Governance Committee

i. Conflict of Interest / Code of Conduct forms (Attached)\*

c. Homelessness update

Consent Reports:

a) Executive Director – Shanon Williams

b) Marketing Director–Anna Kosowski

c) Digital Communication Report – Naomi Soto

**Motion to adjourn the meeting at 9:25 am by DTOP Board President, Cindy Summers.**

Approved: Mary Ludgin

Second: John Lynch

All in favor