

DOWNTOWN OAK PARK BOARD OF DIRECTORS MEETING MINUTES
Aug 10th, 2021
VIA ZOOM

PRESENT: Eric Wagner, Tammie Grossman, Jeff Long, Eric Mazelis, Jimmy Chen, Susie Goldschmidt, Mike Fox, John Linton

Absent: Judith Lalor, Naiyana McCaffery, Robbin O'Harrow, Mary Ludgin, Cindy Summers

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

The Downtown Oak Park Board of Directors meeting was called to order by President Eric Wagner at 8:34am via ZOOM.

Motion to Approve July Minutes:

Approved: Tammie Grossman

Second: Susie Goldschmidt

All in favor

— Motion Carried —

Motion to Approve July Financial Statements:

Approved: Susie Goldschmidt

Second: Tammie Grossman

All in favor

— Motion Carried —

Finance Report – Jeff Long

SSA (Page 1) - The SSA for Quarter 3 is not received until August. Although it is not included in the July report, the SSA of \$175,000 was received on 8/5.

Extra Reserve and Snow Reserve Accounts (Page 4) - The Extra Reserve Account is up to \$138,882 and the Snow Reserve Account is up to \$53,794.

Thursday Night Out (Page 5) - As of the end of July, 2,919 TNO Books with a value of \$58,380 have been sold (vs. 4,757 with a value of \$95,140 in 2019) and 903 \$5 TNO Coupons with a value of \$4,515 have been given out (vs. 1,339 with a value of \$6,695 in 2019). Also, merchants have redeemed \$29,255 or 50% of the coupons (vs. \$45,197 or 48% in 2019). TNO expenses so far have totaled \$15,902 out of a \$30,000 budget.

Village of Oak Park Report – Tammie Grossman

Covid

- 60% of the community is vaccinated.
- The Village of Oak Park anticipates a spike in numbers

- Village of Oak Park mobile vaccine truck will be at Thursday Night Out on 8/12
- Small businesses and local organizations might face additional restrictions in the near future. Special events could be cancelled if the number of covid cases spike.
- 160% increase in COVID cases
- Business Protocol; if someone in your business tests positive for covid and you are vaccinated, you do not have to quarantine, however, if you are not vaccinated then you have to quarantine.

OPEDC _ Eric Mazelis

- Smaller projects around town are experiencing uncertainty with costs and property taxes.
- Holiday Inn didn't submit within their special use time period & did not file for extension.

Visit Oak Park / Eric Wagner

- Visit Oak Park had a great annual meeting.
- Open House Chicago is planning to come back and Visit Oak Park is looking for ways to safely participate.
- Visit Oak Park is hosting the State of IL Travel Director and is planning to take her on private tours in key areas in OP.

Strategic Plan – DTOP President / Eric Wagner

- Review/ Re-evaluate
 - We need to re-evaluate since our strategic plan
 - Shanon Williams and Susie Goldschmidt suggest creating a new task force to help create the new trajectory of the organization and its goals.
 - What are the needs now?
 - Labor shortages are plaguing businesses.
 - Suggestions made *for and against* DTOP staff to start campaigning in favor of vaccinations. The majority of the board members suggest that DTOP staff should not take a stance and only provide information regarding where patrons can receive their vaccine.

Motion to Approve: Downtown Oak Park's COVID-19 related digital media and website postings should be limited to informational posts.

Approved: Mike Fox

Second: Jeff Long

All in favor

— Motion Carried —

- Accomplishments
- Marketing – Anna
- Merchant Advisory Committee recruitment – Shanon/Anna
- Fall event “See you Saturday”

New Business:

- Board Meeting location going into September
 - DTOP board of directors meetings will still be held via ZOOM until further notice.
- Sitting board member, Cindy Summers, sold Sugar Fixe. We need a new board member to replace her.
 - Prospect: Paul Beckwith (Albion resident/representative)
 - Prospect: Andrew Yule (Albion representative)
 - We need more property owners
- Shanon would like a representative from the Board to sit on the MAC.
 - Jimmy Chen is interested in learning more.
- 5 year renewal of organization 5/22
 - May 2022
 - Shanon will look into ways to increase board member engagement
- See You Saturday event
 - Encourage people to meet in downtown oak park
 - Different activities for different audiences (adults, teens, kids, married, single, etc.) throughout the day.

Consent Reports:

- a) Executive Director – Shanon Williams**
- b) Marketing Director – Anna Kosowski**
- c) Digital Communication Report – Naomi Soto**

Motion to adjourn Downtown Oak Park Board of Directors Meeting at 9:49 am by Board President, Eric Wagner.

Approved: Mike Fox

Second: Jeff Long

All in favor

— Motion Carried —