

## **DOWNTOWN OAK PARK BOARD OF DIRECTORS' MEETING MINUTES**

**NOV. 8<sup>TH</sup>, 2022 VIA ZOOM**

**PRESENT:** Jeff Long, Frank Heitzman, Mike Fox, Tammie Grossman, Eric Mazelis, Paul Beckwith, Erin Payton, Jimmy Chen, Susie Goldschmidt

**Staff:** Shanon Williams, Anna Kosowski, Mary Icenogle, and Jeff Eng

**Absent:** David Schrodt, Michael Carney

The Downtown Oak Park Board of Directors' meeting was called to order by Board President, Mike Fox, at 8:35 am via Zoom.

### **Welcome Frank Heitzman back to Board of Directors**

1. Erin Payton's departure from Nineteenth Century – will be staying on as a consultant during transition and would like to stay on the board if something can be worked out

### **Motion to nominate and approve new board member, Frank Heitzman**

Approved: Jeff long

Seconded: Paul Beckwith

All in favor

- Motion Carried –

### **Motion to Approve October 2022 Minutes:**

Approved: Paul Beckwith

Seconded: Jimmy Chen

All in favor

- Motion Carried –

### **Finance Report – Jeff Long**

1. Oaktobfest revenue at \$118,568 and \$860 refund from ATM
  - a. Expenses around \$99,000, net of about \$19,000
2. Extra Reserves accounts at \$186,853 Snow Reserves accounts at \$64,267
3. Erin Payton – is \$19,000 profit comparable to years past?
  - a. Jeff Eng – 2019 net was only around \$60 – 2022 much higher than usual
4. Mike Fox – office operating expenses look a little out of line / higher
  - a. Jeff Eng – higher than budgeted, will take a more in-depth look to find out why

### **Motion to Approve October 2022 Financial Statements:**

Approved: Paul Beckwith

Seconded: Erin Payton

All in favor

-Motion carried –

### **Village of Oak Park Updates – Tammie Grossman**

1. Parking Fee Revisions Update – 45 minutes free (instead of proposed decrease to 30 minutes free)
  - a. November 21st meeting by the Village about parking – all are welcome to attend and give input
  - b. Used 2019 data to inform these decisions rather than 2022 data (using 2022 data would likely have higher fee increases)

### **New Business - Shanon Williams**

1. Marketing Director Search is underway, meeting with a candidate (already had phone interview) in person on Thursday, 11/10
2. Working with Grant Jones – new Public Works contract for 2023
3. Holiday lights and decor are going up this week

### **Old Business - Shanon Williams**

1. Nominating Committee/Governance will pick back up in January
2. Shopper's Reward started November 1 and holiday marketing will get going on that

### **Marketing - Anna Kosowski**

1. At about 250 tin sales (out of 500 tins total) – December 3rd cookie walk
2. Hot cocoa walk (about 6 participating businesses so far) and sleigh rides – December 17th Home for the Holidays

### **Misc. Item – Jeff Eng**

1. Case of a fraudulent check
2. Working with Byline on a program for more monitoring of account
3. Considering switching to electronic pay versus checks for more security

**Motion to adjourn:** Downtown Oak Park Board of Directors' Meeting at 9:44 am by Mike Fox, Board President.

Approved: Paul Beckwith

Seconded: Jeff Long

All in favor

-Motion Carried –