

**DOWNTOWN OAK PARK BOARD OF DIRECTORS' MEETING MINUTES**  
**April 11th, 2023 VIA ZOOM**

**PRESENT:** Susie Goldschmidt, Mike Fox, Erin Payton, Jeff Long, Frank Heitzman, Michael Carney, Dave Schrod, Eric Mazelis, Paul Beckwith, Cam Davis

**Staff:** Shanon Williams, Gabbie Burbanks, Jeff Eng and Jayne Furlong

The Downtown Oak Park Board of Directors' meeting was called to order by Board President, Mike Fox, at 8:31 am via Zoom.

**Introductions**

1. Jayne Furlong - new Marketing and Communications Manager for DTOP

**Motion to Approve March 2023 Minutes:**

Approved: Erin Payton

Seconded: Jeff Long

All in favor

- Motion Carried –

**Finance Report – Jeff Long**

1. 59 paid members so far this year, 85 not paid - 78 had paid by this time last year
2. Snow removal - \$7k under budget, can go to fall
3. \$9.5k budget versus \$10k budget
4. 2k used in March for cash flow
5. Discussed snow reserve - \$290k - FDIC insure \$250k coverage
  - a. Susie to explore options for coverage given recent banking concerns

**Motion to Approve March 2023 Financial Statements:**

Approved: Cam Davis

Seconded: Michael Carney

All in favor

-Motion carried –

**Village Updates - Cam Davis**

1. Tammie Grossman resigned - 50 more days
2. Pleasant Home meeting
6. Business licenses - 28 so far this year, same as last year by this time
7. May 1st on street dining - 20-30 applications submitted
8. Commercial facade grant - Crepas, Oak Park Jewelers
9. Other districts - What's Blooming event in Arts District
10. Village Board formalizing gas powered leaf blower restrictions
11. Portland Loo - to be wrapped into larger lot project
12. Most money ever in liquor taxes - \$700k
13. Parking utilization and revenue is up

## **Bylaws Topic Meeting** - rescheduled for July

### **Marketing** - [Gabbie Burbanks](#)

1. TNO
  - a. Adding Artist Market in partnership with Studio of Art and Lair in Lot 3
  - b. All music is booked
2. New Event postponed until 2024

### **Topic for April**

1. Annual Meeting -
  - a. Venue suggestions, may need to move date
  - b. Nomination Committee
    - i. New Board Members - Nina declined second seat, Michelle In, Tina Salerno next to contact
    - ii. Executive Board - Susie President, Mike F. VP, Jeff L Treasurer, Erin Secretary

### **New Business**

1. Staffing - Jayne hired, Gabbie leaving, Anna helping 1x a week. Not hiring a new Marketing Director for now.
2. Pride Month - Possibly partnering with the Chamber of Commerce to have drag queens sponsored by businesses to attend TNO for one Thursday - "Out in the Burbs"

### **Executive Director Report** - Shanon Williams

1. Met with Kevin Jackson to discuss refuse issue for TNO - Village now supportive for waste management
  - a. May meet with trustees and Kevin
2. Health and Wellness Fair - Sunday April 23rd, 11am-2pm at FFC - DTOP partner
3. 2 Awning Grant Recipients - New med spa, Scratch and Sniff
4. No regular meeting in May due to Annual Meeting

**Motion to adjourn:** Downtown Oak Park Board of Directors' Meeting at 9:20 am by Mike Fox, Board President.

Approved: Jeff Long

Seconded: Cam Davis

All in favor

-Motion Carried –