

**DDA Meeting Minutes
Village of Oxford Council Chamber
Meeting, January 18, 2015**

- 1. Call to order:** The meeting was called to order at 6:00 p.m. by Chairperson Pete Scholz.
- 2. Pledge of Allegiance**
- 3. Members Present:** Sue Bossardet, Jerry Cremin, Rod Charles, Ed Hunwick, Dorothy Johnston , Eugene Mallia, Susan Schurr and Pete Scholz
Members Absent: Bill Dunn
Others Present: Ron Rolando, Joe Frost and Joe Young

- 4. Approval of proposed agenda:**
A motion was made by Ed Hunwick, seconded by Geno Mallia to approve the agenda as amended, date corrections of 2016.
By voice vote the motion carried unanimously.

- 5. Approval of minutes:** A motion was made by Sue Bossardet, seconded by Geno Mallia to set aside the December 21, 2015 DDA Board meeting minutes . By voice vote the motion carried unanimously.
- 6. Public comment:** none

- 7. Consent Agenda:**
 - a. Executive Director's Report**
DDA Executive Director Joe Frost presented his report.
A motion was made by Sue Bossardet, seconded by Dorothy Johnston, to receive and file the Executive Director's report. By voice vote the motion passed unanimously.
 - b. Treasurer's report**
 - 1. Bills for January** of \$16,133.32 was presented.
A motion was made by Ed Hunwick, seconded by Sue Bossardet, to approve the bills in the amount of \$16,133.32. By roll call vote the motion passed unanimously.
 - 2. DDA Budget spreadsheet**
A motion was made by Ed Hunwick, seconded by Sue Bossardet, to approve the bills in the amount of \$16,133.32 and the budget spreadsheet. By roll call vote the motion passed unanimously.
 - c. Code Enforcement Activity Report**
A motion was made by Sue Bossardet, seconded by, to receive and file the code enforcement report. By voice vote the motion passed unanimously.

8. New Business:

a. 2016-2017 Budget Planning

DDA Executive Director Joe Frost presented the 2016-17 budget preparation schedule and worksheet. The budget will be on the February 15 meeting which is scheduled to be presented to the Village Council at a February 23 meeting at 5 p.m.

b. Executive Director- Performance Review

The performance review of DDA Executive Director Joe Frost was presented from the Organization Committee. DDA Executive Director Joe Frost presented the Director Goals.

A motion was made by Ed Hunwick, seconded by Geno Mallia, to receive and file the performance review of DDA Executive Director. By voice vote the motion passed unanimously.

9. Old Business:

a. Main Street Oakland County (MSOC) Evaluation

DDA Executive Director Joe Frost presented the ten point Main Street evaluation criteria item of the National Main Street Historic Trust were met and the DDA is now accredited as a MainStreet Community. The written evaluation report is expected to be received at the next meeting.

b. Façade Grant- 111 S. Washington St. \$5,000

DDA Executive Director Joe Frost presented the Façade Grant- 111 S. Washington St. \$5,000 report.

A motion was made by Geno Mallia, seconded by Dorothy Johnston, to approve the façade grant final report. By roll call vote the motion passed unanimously

10. Board Member Comments:

Jerry Cremin reported that Sullivan's Public House was named Irish Pub of Michigan.

11. Adjournment:

A motion to adjourn at 6:48 p.m. was made by Sue Bossardet, seconded by Geno Mallia. By voice vote the motion carried unanimously.

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Minutes reviewed by _____

William Dunn

Date: _____

Minutes approved:

Pete Scholz, Chairperson

William Dunn, Secretary

The next meeting is scheduled for Monday, February 15, 2016 at 6:00 p.m. in the Council Chamber.

Mission Statement: *The Oxford DDA is dedicated to the promotion, development, and historic preservation of downtown Oxford.*

Vision Statement: *To create a sustainable and dynamic community by enhancing the sense of place in downtown Oxford as a quality destination for businesses and residents.*