

**DDA Meeting Minutes
Village of Oxford Council Chamber
Meeting, July 20, 2015**

1. Call to order: The meeting was called to order at 6:04 p.m. by Chairperson Pete Scholz.

2. Pledge of Allegiance

3. Members Present: Sue Bossardet, Jerry Cremin, Rod Charles, Bill Dunn, Ed Hunwick, Dorothy Johnston , Eugene Mallia, Susan Schurr and Pete Scholz
Members Absent: none

Others Present: Joe Frost, Joe Young and Ron Rolando

4. Approval of proposed agenda:

A motion was made by Geno Mallia , seconded by Bill Dunn to approve the agenda. By voice vote the motion carried unanimously.

5. Approval of minutes: A motion was made by Bill Dunn, seconded by Sue Bossardet to approve the June 15, 2015 DDA Board meeting minutes. By voice vote the motion carried unanimously.

6. Public comment: none

7. Consent Agenda:

a. Executive Director's Report

b. Treasurer's report

ii. DDA Budget spreadsheet

c. Code Enforcement Activity Report

A motion was made by Bill Dunn, seconded by Ed Hunwick, to receive and file consent agenda items excluding the bills. By voice vote the motion passed unanimously.

Bills

b. i. June bill run of \$11,265.37 was presented.

A motion was made by Bill Dunn, seconded by Rod Charles, to approve the bills in the amount of \$11,265.37. By roll call vote the motion passed unanimously.

8. New Business:

a. DDA Executive Director Goals

DDA Executive Director Joe Frost presented Director Goals.

Discussion included changes to the proposed goals.

A motion was made by Sue Bossardet, seconded by Bill Dunn, to approve the Director goals as amended. By voice vote the motion passed unanimously.

b. One Stop Ready Training

Information on the Oakland County "One Stop Ready" Academy Training Sessions was presented.

9. Old Business:

a. Mission and Vision Statements - Main Street Evaluation

DDA Executive Director Joe Frost commented on the mission and vision statements as noted in the Main Street evaluation. Board members were requested to submit their comments.

b. Board Photos

DDA Executive Director Joe Frost commented on the board photos needing to be taken at Johnston Photography.

c. Credit Card Policy

DDA Executive Director Joe Frost presented a credit card policy modeled after the Village's policy.

A motion was made by Eugene Mallia, seconded by Sue Bossardet, to approve the credit card policy as presented. By voice vote the motion passed unanimously.

d. Facade Grant- Chuck Schneider extension

DDA Executive Director Joe Frost presented a report on the facade grant extension application for 111 S. Washington.

A motion was made by Sue Bossardet, seconded by Rod Charles, to set aside the facade grant requests for 111 S. Washington pending review and recommendation of the Design Committee. By voice vote the motion passed unanimously.

DDA Executive Director Joe Frost presented a report on the facade grant restructuring.

10. Board Member Comments:

Jerry Cremin commented about the one -year anniversary of Sullivan's Public House.

11. Adjournment:

A motion to adjourn at 6:45 p.m. was made by Bill Dunn, seconded by Rod Charles. By voice vote the motion carried unanimously.

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Minutes reviewed by _____
Bill Dunn

Date: _____

Minutes approved:

Pete Scholz, Chairperson

Bill Dunn, Secretary

The next meeting is scheduled for Monday, August 17, 2015 at 6:00 p.m. in the Council Chamber.