

**DDA Meeting Minutes
Village of Oxford Council Chamber
Meeting, September 21, 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, Bill Dunn, Ed Hunwick , Eugene Mallia, Susan Schurr and Pete Scholz

Members Absent: Rod Charles , Jerry Cremin, Dorothy Johnston

Others Present: Nicolle Stirrett, Deb Uren, Ron Rolando, Joe Frost and Joe Young

4. Approval of proposed agenda:

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

5. Approval of minutes: A motion was made by Sue Bossardet, seconded by Geno Mallia to approve the August 17, 2015 DDA Board meeting minutes as corrected (William). By voice vote the motion carried unanimously.

6. Public comment: Nicole Stirrett introduced herself as the Chamber of Commerce Director. Deb Uren, Chamber President also was introduced.

Pete Scholz announced the Fire Department Open House being held Sunday, October 4 from noon to 4 p.m.

7. Consent Agenda:

Joe Frost, Executive Director, presented his report on several items.

a. Executive Director's Report

A motion was made by Bill Dunn, seconded by Sue Bossardet, to receive and file the Executive Director's report. By voice vote the motion passed unanimously.

b. Treasurer's report

1. A bill run of \$18,033.80 was presented. The 1&1 web site bill was discussed. Pete Scholz asked the question about the "Lone Ranger" website and why it would be included in our bill. This matter was referred to the Promotions Committee for review and recommendation.

A motion was made by Geno Mallia, seconded by Bill Dunn, to approve the bills in the amount of \$18,033.80. By roll call vote the motion passed unanimously.

2. DDA Budget spreadsheet

c. Code Enforcement Activity Report

A motion was made by Bill Dunn, seconded by Ed Hunwick, to receive and file the code enforcement report. By voice vote the motion passed unanimously.

8. New Business:

a. Election of DDA Board Officers

Bill Dunn commented about retaining the existing officers and offered a motion to do that.

A motion was made by Bill Dunn, seconded by Geno Mallia, to elect Pete Sholz as Chairperson, Sue Bossardet as Vice Chairperson, William Bill Dunn as Secretary, and Ed Hunwick as Treasurer. By voice vote the motion passed unanimously.

b. Recommendation of Board Member Appointments

A motion was made by Geno Mallia, seconded by Bill Dunn, to recommend to the Village Council to appoint the following to serve a four year DDA Board member term: William Bill Dunn, Dorothy Johnston and Susan Schurr.

c. Façade Grant Program- 21 N. Washington – Roger Knapp

DDA Executive Director Joe Frost reviewed the façade grant applications for 21 N. Washington.

A motion was made by Geno Mallia, seconded by Bill Dunn, to approve the facade grant application for 21 N. Washington in the amount of \$7,000.00.

By roll call vote the motion passed unanimously.

9. Old Business: none

10. Board Member Comments:

Sue Bossardet commented that Joe Frost's presentation to the Planning Commission was well received and that the Vintage Market was excellent.

Bill Dunn complemented Joe Frost as DDA Executive Director.

Geno Mallia commented about Joe Frost being out in the business community and the facade grant program to draw new applicants.

11. Adjournment:

A motion to adjourn at 6:28 p.m. was made by Bill Dunn, seconded by Geno Mallia. By voice vote the motion carried unanimously.

Minutes reviewed by _____

William Dunn

Date: _____

Minutes approved:

Pete Scholz, Chairperson

William Dunn, Secretary

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The next meeting is scheduled for Monday, October 19, 2015 at 6:00 p.m. in the Council Chamber.