

City of Scottville  
Michigan

Scottville Main Street Program

Official Minutes of the meeting.

The meeting was called to order by Chairperson Wyman at 7:30 a.m. on February 10, 2010 at the Main Street Office.

Roll Call was taken with the following members present:

Leon Begue  
Diana Cox  
Dennis Dodson  
Jim Nichols  
Dan Reinoehl  
Jim Virden  
Amy Williams  
Sherry Wyman

Absent            Toni Bogner

Also, present, were Josh Spencer, Amy Seng and Kathy Maclean .

**Approval of the Minutes**

Motion, by Williams and seconded by Cox, to approve the January 13 meeting minutes.  
Motion carried.

**Public Comments**

None.

**Collaborative Reports**

Maclean(Chamber) reported on the following:

- The fishing tournament and the Taste of Mason County events were well attended.
- The next Business After Hours will be held at A.J.'s Family Fun Center.
- A social media event will be held at WSCC in March.

Seng (CVB) reported on the following:

- Putting final touches on this year's upcoming events.
- Mission statement is to have Mason County become one of the top five year-round tourist destinations in Michigan by providing year-round events and shopping destinations in the business district.

## **Committee Reports**

### Organizational

Viriden reported on the following:

- The Annual Volunteer Banquet has been cancelled due to a lack of interest, but will be replaced with a reception on February 26 at the Duck Blind.
- Plans for the Poker Room event have been scratched and will be replaced with a 5K run during the Music Festival.
- Steve's has been sold and the buyer will be announced in the future.

### Promotions

The overall review of the Winter Thaw Out is that it went well. The number of people was down this year, probably due to the extreme cold weather. The Chili Cook-Off at the Senior Center was very well attended.

### Design

Nichols reported on the following:

- Craig Convissor is the new chairperson.
- Working on the Historical Register Project and trying to secure a project manager.

### Economic Restructuring

Reinoehl reported on the following:

- Celebrated the first success with the façade program with an open house at Holden's Emporium.

## **Financial Report**

Reinoehl stated the majority of the \$44,000 deficit that appears on the report is due to the grant money the program is still waiting to receive from the State.

## **Manager's Report**

Spencer reported on the following:

- He will be keeping track of the people/businesses he has been in contact with during the month and will be including that list in the Board's meeting packet.
- Mark Pehrson has applied for the rental rehab program for the two apartments located on the upper level of his building.
- Charlie Valente has decided to renovate both his apartments instead of just one of them.
- Applied for the Great Lakes People Fund grant (\$6,000) that will help offset a portion of the match the Main Street program is responsible for regarding the Streetscape Project.
- Final preparation is being done on the Mason County Community Foundation Grant (\$7,000), which will be applied toward the streetscape project and between the two grants the program will have to pay the remaining balance of \$2,500 out-of-pocket for the project.

- Spencer anticipates the sale of the building located next to City Hall. The Board can anticipate reviewing a Signature Grant Application that is expected to be submitted by the new owners. Once the Board approves it, the application will be forwarded to the City Commission for their approval.
- Next quarterly training will be held in Owosso on March 31. Wyman encouraged the Board members to attend.

### **Old Business**

Nichols has volunteered to serve as vice-chairperson for 2010. Motion, by Begue and seconded by Reinoehl to nominate Nichols as vice-chairperson. Motion carried.

### **New Business**

Wyman stated it is important for organizations that apply for grants from different sources to have a Conflict of Interest Policy in place. Wyman noted it is very important for the Board to be familiar with the policy's contents. Motion, by Williams and seconded by Cox, to approve the Conflict of Interest Policy as presented. Motion carried.

Spencer stated he based the preliminary budget on the expenses the program can expect to encounter during the year and also from the information that was provided to him regarding the work plans each committee is finalizing. Spencer stated the committees will review the budget one more time and the Board can approve it at their next meeting.

Wyman stated each Board member recently completed an evaluation for Spencer's evaluation. The results were compiled into a report that included his composite score of 3.65, which satisfactorily meets, and in some areas exceeds, performance expectations. The report also listed Spencer's proficiencies, areas for improvement and areas that Board members indicated not enough information was available in order to evaluate. Wyman stated the most important thing that needs to be accomplished from the Board members and the manager is to recruit more volunteers into the program and to improve on the communication with everyone involved in the Main Street Program. Cox stated she was pleased with the work Spencer has done to date, but one area she feels that needs improvement on is working with the media and she suggested finding someone who could help him with press releases. Overall, the Board was pleased with the work Spencer has done since coming on board and also with the progress that has been made since Scottville was awarded the Main Street Program.

### **Additional Business**

It was noted there will be no cost to attend the Scottville Main Street Reception on Feb. 26. The reception is to honor the volunteers who work for the program.

Wyman stated the Scottville Planning Commission is holding a series of focus groups to help in the preparation of the City's Master Plan. They are planning on meeting with the Main Street Board on April 20, 6:00 p.m., at the library. Wyman stated if a member is not able to attend that meeting, she encouraged them to attend one of the other meetings that are scheduled over the next couple of months.

Wyman stated due to the sale of the Dising building, a special Board meeting is tentatively scheduled for March 18 at 7:30 at the Main Street Office.

## **Adjourn**

Meeting adjourned at 8:35 a.m.

Respectively submitted,

Deborah A. Howe, Recording Secretary