

Executive Committee  
Meeting Minutes  
June 19, 2018 9-10.30am

In attendance: Brent Norsman (Chair), Wayne Janik (Treasurer), David Ginople (secretary), Sam Choudhury (SSA Program Manager), Pamela Maass (Executive Director). Apologies – Rebecca Dohe (vice chair).

1. 2019 Final Budget was reviewed and approved for circulation to the Alderman for letters of support.
2. Mike Helbing Wicker Tree sculpture access to site for installation was discussed and confirmed that the contractor doing the install would be the one to get a permit, if he doesn't have it already. Contact Doug Wood before installation and organize a ribbon cutting event once tree is installed.
3. Workers Cottage – an electrical plan was not submitted with Grant of Privilege permit and the EC agreed that this needs to be followed up asap in order to continue with works.
4. Workers Cottage Landscape plan was reviewed and suggestions were made to select native species and in particular species of Salvia or Catmint or Lavender as the flowering plant with the Sporobolus Heterolepis.
5. Planters on Milwaukee Avenue, north of Damen have had elephant ear species planted instead of the Cana lily and are not growing and performing as well as they should. Talk to BrightView about changing the elephant ears to Canna lilies. It was also determined that we order 4 cans of Sherwin Williams paint for repair and maintenance of the planters when vandalized.
6. Sign for WBCC – determination to repair and redo the sign at 1414 N Ashland with new SSA logo and WPBCC logos.
7. Wayfinding project - letters of support should be provided from the alderman in relation to the project and we could even to do a presentation to the 1<sup>st</sup> Ward Alderman and CDOT if required with Thirst Communications. Follow up on permits for the wayfinding project before we go forward with Phase 2.
8. HAP Industries contract for holiday snowflake decorations was reviewed and approved. Discussion about whether more colours could be done – pinks or orange tinsel.
9. Motions for the Commission meeting:

**Motions for 6/19 Commission Meeting:**

Motion 1: To approve spending not to exceed \$1,000 from line item 1.05 (decorative banners) to purchase additional SSA branded feather banners for use at WPBCC/SSA events and festivals.

Motion 2: To approve funding not to exceed \$300 from line item 1.10 (community grants) to fund ARC Gallery's art show.

Motion 3: To approve funding not to exceed \$4,100.00 from line item 1.10 (community grants) Grants to fund Bucktown Garden Walk 2018.

Motion 4: To approve funding not to exceed \$30,000.00 from line item 2.04 (wayfinding) for Phase 2: Construction (DD/CD) of Wayfinding project.

Motion 5: to approve funding not to exceed \$63,000 from line item 1.06 (Holiday Decorations) to install snowflakes across the SSA

Motion 6: to approve Fernando Moreno as a voting member of the WPB Promote Committee.

Motion 7: to approve 2019 Budget to submit to our Alderman for support.

Motion 8: to approve funding not to exceed \$1000.00 from line item 6.07 office supplies for an adobe creative suit license for ssa staff.