

WPB (SSA #33) Commission Meeting Minutes
Tuesday 19 June, 2018
Wicker Park Field House
1425 N. Damen Ave.

In attendance:

Brent Norsman (BN)

Joe Hall (JH)

Rebecca Dohe (RD) - Apology

Wayne Janik (WJ)

David Ginople (DG)

Marcy Huttas (MH) - Apology

Minutes

1. Call to Order at 7.06pm. Brent Norsman chairing.

In attendance: Pamela Maass (Executive Director), Samantha Choudhury (SSA Program Manager), Allison Howe (Farmers Market Manager).

2. Review of May 15, 2018 Meeting Minutes

Motion to approve the minutes made by: WJ; Seconded by: JH

No discussion.

All in favor, no opposed, no abstentions.

3. Review of Financial Reports, May 2018 delivered by WJ.

Discussion: Wayne Janik stated we need to approved the amended April 2018 financials after our meeting with Mark Friedman, our accountant. This needs to be brought to the July commission meeting for approval.

Motion to approve the May financial reports made by: BN; Seconded by: JH

All in favor, no opposed, no abstentions.

4. Chamber of Commerce Report

Discussion: Brent Norsman discussed a 50% copay for the storefront activation program

David Ginople discussed the need to consolidate our mural/art activation programs and put together a framework for artists to be rebated for murals.

Motion to approve the May financial reports made by: BN; Seconded by: JH

All in favor, no opposed, no abstentions.

5. Reports of Committees (3-5 min/committee) n/a

a. Executive

motions

Motion 1: On behalf of the Promote WPB Committee to approve funding not to exceed \$4,100.00 from line item 1.10 (community grants) to fund Bucktown Community Organization's Garden Walk 2018 application.

Motion to approve made by: DG, Seconded by: WJ

No Discussion. All in favor, no opposed, no abstentions.

Motion 2: To approve funding not to exceed \$1000.00 from line item 6.07 office supplies for an Adobe Creative Suite License for the SSA staff.

Motion to approve made by: DG, Seconded by: WJ

Discussion: Joe Hall wanted to know who else had Adobe and only Debi Rinella, Special Events Coordinator has a license.

All in favor, no opposed, no abstentions.

Motion 3: To approve the 2019 Budget to submit to our Alderman for support.

Motion to approve made by: DG

Seconded by: JH

Discussion: Joe Hall asked to see more detail in the budget, and reviewed budget detail.

Brent Norsman asked to have carryover that has been allocated asterisked/explained in the budget.

All in favor, no opposed, no abstentions.

b. Promote

motion

Motion 4: To approve funding not to exceed \$300 from line item 1.10 (community grants) to fund ARC Gallery's art show.

Motion to approve made by: WJ; Seconded by: DG

No Discussion. All in favor, no opposed, no abstentions.

Motion 5: to approve Fernando Moreno as a voting member of the WPB Promote Committee.

Motion to approve made by: WJ; Seconded by: DG

No Discussion. All in favor, no opposed, no abstentions.

c. Transportation

Motion 6: 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 to approve made by: JH; Seconded by: WJ

Discussion: Brent Norsman discussed the need to talk to CDOT about the wayfinding project and organize a meeting between Thirst Communications, CDOT and Transportation committee.

BN and WJ discussed colors and confirmed orange and pink as the wayfinding color palette.

DG – asked if we could include the kiosks in an artist’s rotation – bring this up at the arts committee when time comes for fabrication.

All in favor, no opposed, no abstentions.

d. Guide Development

Discussion: WPB Ambassador Program

- Brent Norsman – can we think of a Plan B and pay a part time ambassador to do the walking routes?

e. Clean and Green

Motion 7: to approve funding not to exceed \$63,000 from Line Item 1.06 Holiday Decorations to install snowflakes across the SSA

Motion to approve made by: WJ; Seconded by: DG

Discussion: Ask HAP industries if they can do some snowflakes in pink or blue.

All in favor, no opposed, no abstentions.

f. Arts

Motion 8: 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 to approve made by: DG
Seconded by: WJ*

*Discussion: JH – Can we get some background on the sculptures and have plaques installed?
DG – The CSE are going to install them on our behalf
JH – Can Jordan get the WPBarts section to be on the SSA part of the website?*

All in favor, no opposed, no abstentions.

Motion 9: To approve 2019 Budget, 2019 Work Plan, and for Wicker Park Bucktown Chamber of Commerce to be the sole Service Provider Agency for Special Service Area #33.

No discussion.

***Motion to approve made by: DG
Seconded by: WJ***

All in favor, no opposed, no abstentions.

2. Adjournment Motion

Adjournment at 8.25pm

*Motion to approve made by: BN
Seconded by: DG
Passes unanimously Y*