

**Downtown Development Authority
Minutes of the Regular Meeting
November 5 2021**

Meeting called to order at 7:30 am by Jim Delemeester.

Members present: Jim Delemeester, Sue Bare, Victoria Devereaux, Pam Ginderske, Joe Kline, Kathy Westervelt, Lorie Willie and Karen Wood.

Members absent: John Gerber.

Others Present: Hartmann Aue and Richard Hoerner.

There were no adjustments to the agenda.

Motion by Wood, second by Kline to approve the payment of claims. Motion carried.

Motion by Wood, second by Willie to approve the October 1, 2021 Downtown Development Authority Minutes as presented. Motion carried.

Planning Commission and Village Council minutes were accepted and filed.

Aue presented the board with two new street pole banner designs.

Motion by Ginderske, second by Kline to approve the purchase of new street pole banners in the amount of \$495. Motion carried.

Aue presented the Michigan Trails Magazine renewal notice of the eighth-page advertisement in the amount of \$375.25.

Motion by Wood, second by Westervelt to approve the Michigan Trails Magazine eighth-page advertisement in the amount of \$375.25. Motion carried.

The St. Charles Old Fashioned Christmas has been set for Saturday, December 11, 2021. The tree lighting will begin at 5 pm in Coal Miners' Park, with the parade following at 6:30 pm. We have received a quote from 97.3 JoeFM, who we have advertised with the previous three year, for the radio advertisement and live coverage of the parade. The cost is \$2,205, this is a \$60 increase from last year, with more advertising. The library will be the recipient of the tree and parade funds.

Motion by Devereaux, second by Willie to approve the 97.3 JoeFM radio advertisement of the St. Charles Old Fashioned Christmas on December 11, 2021 in the amount of \$2,205. Motion carried.

There was no public comment.

Motion by Kline, second by Westervelt to adjourn the meeting at 7:52 am. Motion carried.

Respectfully,

Hartmann Aue