

Meeting Minutes

St. Joseph Downtown Development Authority

Wednesday, January 18, 2012 1:00 PM St. Joseph City Hall

	<i>Present</i>	<i>Absent</i>
Members	Bret Bortner Vicki Campbell Janet Dykstra Stephanie Grill Tom Jennings Frank Walsh Diane Wollenslegel	Jered Dowdy Mary Goff
Staff:	Susan Solon, Communications & Marketing Director Derek Perry, Director of Public Services	
Guests:	John Matuszak, H-P Tyanna Weller, St. Joseph Today Corey Rolfe, Kalamazoo Banner Works	

Minutes. The Minutes of the meeting held on December 21, 2011 were unanimously approved, as presented.

Financial Reports: The December 2011 financial report was unanimously approved as presented.

Agenda Items:

- **Banners.** Mr. Corey Rolfe, Sales Rep for Kalamazoo Banner Works, introduced himself and explained history and product offered by Kalamazoo Banner Works. He showed various materials, colors, and quality of fabric. Cost is cheaper by quantity. He gave a general figure of approximately \$150 per banner, not including hardware. The fabric colors are guaranteed for 5 years; has about a 10% fading factor over that time (reds fade the fastest). He noted that they have graphic designers if we so wish to utilize them for assistance with design. He spoke that the hardware they sell is patented by their company. Wind tests have been performed at over 100 mph and have been successful.

Discussion ensued about permanent signage vs. rotating poles. It was the general consensus that all other non-profits (Krasl, Curious Kids', Blossomtime, St. Joseph Today, etc.) will need to pay for their own banners and those will go on the rotating poles.

Discussion ensued about tag lines being attached at the bottom of banners(i.e., 30" x 12") for change-out purposes to include event dates and times, since the dates will change year to year.

Mr. Rolfe noted that turnaround time is approximately 10 – 12 business days.

- 5-10 year Master Plan: Bret Bortner spoke that the next subcommittee meeting will be the first Tuesday of February, which is Feb. 6th at 6:30 p.m., Pump House Grille.
- Way finding Signage: Vicki Campbell showed photos from her visit in Geneva, Illinois with some examples of way finding signage. After some discussion, it was decided that this item is part of the long range plan and discussion will be continued at the February subcommittee meeting.
- New Downtown Businesses Update/Vacancies:
Tyanna noted that the former Port 412 Restaurant was recently purchased and is being renamed The Buck, with hopes to open by early spring.
Tyanna shared good news about G & M Variety. The former owners bought the building and are keeping it a 5 and 10.
Susan Solon brought forth that LaDeeDa Children's Store seems to have moved out Friday evening with rumor they moved to Grand Rapids.
- Welcome Wagon Update: The committee plans to reconvene upon Member Mary Goff's return in mid-February. Bret Bortner asked to be dismissed from this subcommittee and Tom Jennings noted that he would like to sit on the committee. The committee is now comprised of Mary Goff, Tom Jennings, Stephanie Grill, and Tyanna Weller.

Meeting adjourned at 1:40 p.m. The next meeting is Wednesday, February 15th at 1 p.m. at City Hall.

Respectfully submitted,

Susan Solon
DDA Director