

**Bass Street Landing SSA #5
Annual Board Meeting
January 12, 2015
3:00pm
Quad Cities Chamber of Commerce
1601 River Drive, Suite 310**

Minutes

Board Members Present:

Dan Hance
Denise Browning (Stoney Creek Inn)
Laurie Peters
Amy Kramer for Mike Wennekamp
Lew Steinbrecher

Board Members Absent:

Rodney Blackwell
Mike Wennekamp

Staff Present:

Adam Holland
Terri Smith

The Bass Street Landing (SSA #5) Board Meeting came to order at 3:00pm. The Board met at the Quad Cities Chamber of Commerce building in Moline.

Agenda Item 1: Approval of Minutes

Laurie Peters made a motion to approve the minutes. Dan Hance seconded the motion. Motion was accepted by all members.

Agenda Item 2: Budget Review

Adam Holland presented the Board with a budget spreadsheet. December numbers were not included on this sheet because Finance did not have them available to-date. Upon review, Dan Hance asked why there was a snow removal fee of \$13,304.50 in June. Terri Smith declared that it was a late payment, but would confirm that with Finance and follow up with the Board.

A conversation arose regarding the descriptive categories under the "Maintenance Service Contracts". Some members felt that categories should be combined, such as lawn maintenance merging with general maintenance. Others felt that keeping these items separate allowed them to perceive how much was being spent in each area. A general discussion ensued. Everyone concluded that categories should not be merged, and an additional line item needed to be inserted and referred to as "Landscaping".

Agenda Item #3: Allocation of Funding for Plaza Rental

Adam Holland asked the Board to consider earmarking 40% of budgeted rental income for Plaza marketing materials. Since we have seen interest for Plaza rental increase over the past few years, he would like to have an available marketing piece to present to consumers. Lew Steinbrecher asked what types of marketing materials he had in mind. Adam stated that he would like to create a tri-fold brochure, which would include plaza usage, available hours, rules & regulations, parking, etc. Adam did obtain a proposal from The Dispatch for creation of a brochure, which was approximately \$500.

After some discussion regarding this information, Laurie Peters made a motion to increase the Plaza rental fee by \$50, bringing the total fee up to \$175, and allocate spending up to 40% of budgeted rental income on marketing materials for the Plaza. Dan Hance seconded the motion. Motion was approved by all members.

Agenda Item #4: Annual Officer Election

Since this was the annual meeting and time for officer elections, Adam Holland asked the Board if anyone would like to maintain or step down from their current position. Lew Steinbrecher expressed an interest in retaining his role as Secretary/Treasurer. Dan Hance stated that he would like to step down from his position as President, since he has held the role for several years. Laurie Peters indicated her interest in becoming the new Board President. Amy Kramer, acting on behalf of Mike Wennekamp, felt that Mike would agree to maintain his current position as Vice President.

After a brief discussion, the 2015 officers were announced as follows:

President:	Laurie Peters
Vice President:	Mike Wennekamp
Secretary/Treasurer:	Lew Steinbrecher

Dan Hance made a motion to approve the above referenced 2015 officer positions. Amy Kramer seconded that motion. Motion was approved by the entire Board.

Agenda Item #5: Bike Fix-It Station

Adam Holland announced that he will be placing an order for the Bike Fix-It station in February and asked the Board where they would like to place the station when it arrives. Several areas were discussed but the Board felt the best location would be on the sidewalk south of the YMCA Rowing Club next to the lamp post adjacent to the bike path.

Agenda Item #6: Other Business

Lew Steinbrecher asked about progress on the damaged fountain. Adam Holland stated the leak has been identified and is located outside of the fountain pit. In order to ascertain origin

of the seepage, we will have to hire someone to dig up the landscaped area outside of the pit, which will take place in the spring. Lew asked that we work with the City Water Department during this process. He also stated that we need to make certain that they put a very strong conduit around the new line in order to protect it from the elements.

We will keep the Board updated on this project once it begins.

Agenda Item #7- Adjournment

The next meeting was scheduled for May 18, 2015. Some of the Board members were unable to attend on that date. The Board decided to re-schedule this meeting for **Monday, May 11, 2015 at 3:00 pm.**

Meeting was adjourned at 4:00 pm.