

City of Ionia Downtown Development Authority
January 15, 2025 Meeting Minutes

CALL TO ORDER: The Ionia Downtown Development Authority Board of Directors meeting was called to order at 8:00 AM by Vice Chairperson Krueger.

ROLL CALL OF MEMBERS: Roll call revealed the following DDA Board of Directors present: City Manager Precia Garland, John Krueger, Dustin Sommer, Ben Weller, Heather Poland-Sizemore and Ryan Wilson. Also in attendance: DDA Director C. Rice, Assistant City Manager J. Bowman, Mayor Milewski, Guests included Ionia Area Chamber of Commerce Director L. Wilson

PUBLIC COMMENTS: Chamber Director L. Wilson noted an upcoming ribbon cutting on January 16th for The Paisley Fig, upcoming Legislative Update on January 27th, upcoming Coffee & Connect on January 28th, upcoming Annual Dinner on January 31st, upcoming robust Lunch and Learn series beginning on March 12th and upcoming Expo on March 15th held at Ionia High School.

CONSENT AGENDA: Motion to approve the Agenda as presented by Member Garland seconded by Member Wilson.
MOTION CARRIED.

MEETING MINUTES: Motion to approve the December 2024 meeting minutes by Member Garland; seconded by Member Weller.
MOTION CARRIED.

FINANCIAL REPORT: Request by Member Sommer to include percentage column on financial reports. Motion to accept the Financial Report by Member Wilson; seconded by Member Sommer.
MOTION CARRIED.

DDA DIRECTOR REPORT: PFCU will be providing a panel discussion on 8 Strategies to Improve Your Business Social Media on Tuesday, January 21st at 9am and Mercantile Bank will host a Fraud Prevention Workshop on Tuesday, February 18th at 9am, both open to all – no registration or cost to attend. DDA Board has scheduled a Strategic Planning Workshop to take place on February 19th to determine a blueprint of goals and objectives of the upcoming year. Full report included in DDA Board meeting document package.

THEATRE REPORT: Theatre Assistant Director C. Rice provided monthly update on holiday break attendance. The Theatre submitted a grant request to the Ionia County Community Foundation for the improvement of stage lighting. The Theatre staff continues to work on volunteer outreach, general policies and procedures.

BOARD DECISIONS AND ACTION ITEMS:

1. 2025 Election of Officers:

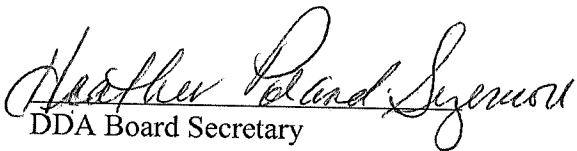
- a. Chairperson: Member Krueger nominated by Member Garland; seconded by Member Wilson. **MOTION CARRIED.**

- b. Vice Chairperson: Member Sommer nominated by Member Garland; seconded by Member Wilson. MOTION CARRIED.
 - c. Treasurer: Member Weller nominated by Member Wilson; seconded by Member Sommer. MOTION CARRIED.
 - d. Secretary: Member Poland-Sizemore nominated by Member Wilson; seconded by Member Garland. MOTION CARRIED.
2. Marketing Committee Budget Approval: Director C. Rice requested approval of Marketing Committee budget allocation in four categories: photos/videos, website updates, promotional items, and placemaking activation within DDA district. Motion to accept Marketing Budget by Member Poland-Sizemore; seconded by Member Weller. A request to include marketing budget in financial reports was made by the board.
MOTION CARRIED.

DISCUSSION ITEMS:

1. Conflict of Interest Statements: Board members were provided with statements to complete and return to the DDA Director.
2. Board Make Up: The board acknowledged the need for a replacement board member following Member Kirgis' departure in December 2024. Board meeting attendance and engagement was discussed with a request to supply all board members with the 2024 attendance record.
3. Oath of office for Member Krueger and Member Sommer was completed for their reappointment.

GENERAL ADJOURNMENT: Motion to adjourn at 8:45 AM by Member Wilson; seconded by Member Sommer. MOTION CARRIED.


DDA Board Secretary

2.19.2025
Date


DDA Recording Secretary

2/19/2025
Date