

Clark Street SSA #23 Meeting Minutes – September 10, 2008
Lincoln Park Chamber of Commerce (LPCC), 1925 N. Clybourn, Suite 301

Present: Bruce Longanecker, Sean Tehrani, Eme Cole
Not Present: Diane Doyne, Steve Quick
LPCC Staff: Sarah Gallagher, Kim Schilf

Call to Order

- I. Call to order: The meeting was called to order at 4:00 p.m. by Longanecker

Approval of Minutes

- II. Approval of June 25, 2008 meeting minutes

Motion to approve 6/25/08 meeting minutes. Motion seconded. Unanimously approved.

Public Forum

None

Reports

- III. Financial – *Longanecker*
 - a. Commission reviewed YTD Balance Sheet and the Profit & Loss Budget vs. Actual.

Motion to approve the financial report. Motion seconded. Unanimously approved.

Action Items

- IV. Snow Removal Vendor
 - a. Gallagher presented three proposals for snow removal service. The Commissioners discussed the vendors and whether or not to contract annually or per occurrence.
 - b. Longanecker suggested the annual service would receive more attention from the vendor and would lock in a rate. Cole thought the annual made sense in case the weather is as bad as in 2008 so the Commission will not see such a cost overflow again. All Commissioners present agreed that Tim's Snowplowing had provided good service in the past and his pricing is competitive.

Motion to approve an annual snow removal contract with Tim's Snowplowing as the vendor.

Motion seconded. Unanimously approved.

- V. Holiday Decoration Vendor
 - a. Gallagher presented three proposals for holiday decorations. The Commission discussed the proposals and agreed that they were happy with the price and service of Folger's Flag.

Motion to approve a holiday decoration contract with Folger's Flag as the vendor. Motion seconded. Unanimously approved.

- VI. Annual Letter and Survey
 - a. Gallagher presented a draft annual letter and survey for the Commission to discuss.

- b. Cole liked the questions and Longanecker suggested he could give the survey out in his grocery bags. Tehrani also volunteered to give out the survey as check stuffers. Both Tehrani and Longanecker discussed providing a discount or other prize for filling out the survey.
- c. Gallagher agreed to look into the logistics of distributing the survey information, providing the survey digitally, how to distribute the survey in condo buildings and other ways to spread the word.
- d. The Commissioners present agreed the survey and letter did not need any additional changes.

New Business

VII. Program Manager's Report

- a. Gallagher provided an update several current projects, including, the reconstitution and expansion, Alderman Daley's economic development committee, the SSA logo and upcoming 2009 programs.

Motion to Adjourn. Motion seconded. Unanimously approved.

Meeting adjourned at 6:00 p.m.

Next Meeting

November 12, 2008 at 4:00 p.m.

Minutes respectfully submitted by Sarah Gallagher