

**WPB (SSA #33) Commission Meeting Minutes
Tuesday, December 8, 2009
Chicago Public Library Bucktown/Wicker Park Branch**

Present:

Commissioners Payton Chung, David Ginople, Larry Griffin, Joe Hall, Sheila Kailus, Jan Metzger, Jessica Peterson, Claudia Skylar, Laura Weathered; Commissioner-Nominees Brent Norsman and Jean Taylor; WPB Program Manager Jamie Simone; WPB Program Assistant Eleanor Mayer; three members of the general public.

Ms. Peterson called the meeting to order at 7:07 p.m.

Ms. Peterson found that there was a quorum of active commissioners present. The appointments of Mr. Hall, Ms. Metzger, and Ms. Weathered have expired, and their renewal appointments are currently pending before the Chicago City Council. The active commissioners who were present and voted on the motions set forth below were Payton Chung, David Ginople, Larry Griffin, Sheila Kailus, Jessica Peterson (chair), and Claudia Skylar. Ms. Kailus moved to approve the November 2009 draft minutes. Mr. Ginople seconded.

Financial report by Mr. Hall.

Mr. Hall presented the financial statements, financial position, and P&L budget v. actual for WPB as of November 30, 2009. WPB had total income of \$369.13 and total expenses of \$107,700.88. WPB had approximately \$241,622.57 in current assets at the end of the month, including \$71.62 owed to WPB by the Chamber of Commerce. Mr. Hall noted that certain charges under public way maintenance need to be restated under snow removal.

Program manager report by Ms. Simone.

Ms. Simone discussed the status of the Chicago City Council's approval of the appointments of returning and new commissioners.

Ms. Simone provided an update on the status of the relationship coordinator position. Shortly after the candidate was hired, he quit effective immediately to take a more lucrative job offer. The short-term plan is to begin searching through channels and connections for other possible candidates.

Ms. Simone discussed plans for the 2009 audit, which will begin immediately, and the 2011 budget, which is due in March. The plan is to try and make significant progress on both projects by end February 2010.

Ms. Simone discussed a ceiling leak and consequent mold condition at the WPB/Chamber offices and the steps taken to address the situation by the landlord.

Ms. Simone reviewed the Christmas events planned within WPB and discussed the upcoming Chamber of Commerce Holiday Party at Cleo's.

Ms. Simone discussed moving forward with the loading zone study in the First Ward, emphasizing that aldermanic support will be key. The plan is to focus on three key areas – 1500 block of Milwaukee, 1600 block of Damen, and 2000 block of Division. Ms. Simone discussed the status of work being performed by Cleanslate and Olsen. Ms. Simone discussed the awards won by WPB for the Master Plan and plans to draft press releases relating to the same.

Promote: WPB Committee report by Ms. Weathered.

Ms. Weathered moved to approve funding for CIMMFEST in the second annual festival for \$5000, or up to \$15,000 (in increments of \$2500 when/as match in cash donations is met). The funding is a January 2010 expense. Mr. Griffin seconded. The motion carried unanimously.

Ms. Weathered moved to approve funding of \$5333 to the WP Advisory Council to refurbish and reinstall the WP Man statue with the requirement that a plaque be installed that gives recognition to the WPB Special Service District, and that evidence that a maintenance plan and funding strategy is defined. Funding is to come from line item 1.09 from the 2010 budget. Mr. Ginople seconded. After discussion about the statute and Q&A with the requesting organization regarding the maintenance plans, the motion carried unanimously.

Ms. Weathered moved to approve an amount not to exceed \$25,000 from line item 1.04 in the 2010 budget to pay for Q1 ad placement. The ads will be from the existing neighborhood marketing campaign and will not require additional graphic design fees. Mr. Ginople seconded. After discussions regarding the proposal and Q1 marketing expenditures generally, the motion was withdrawn and tabled for further review and future discussion.

Ms. Weathered moved to approve funding a community grant for Culture Lady, Coorens Communications for \$3000 for website and printing. Any further funding requests are to demonstrate income from advertising and sponsors, and community interest. Mr. Griffin seconded. The project involves an on-line newspaper for Wicker Park/Bucktown. The motion carried unanimously.

Ms. Weathered noted that the Committee reviewed the final report submitted by Flat Iron Artists for Fall smArt Show and approved the release of 10% remaining grant funds.

Ms. Weathered moved to approve the release of additional funding for the WPB Marketing Campaign in the amount of \$11,756.22 (from line item 1.04) to cover the remaining balance on the final Firebelly Design invoice. After discussion regarding the nature of the additional expenses billed by Firebelly, Mr. Ginople moved to table the pending motion. Mr. Griffin seconded. The motion to table the original motion to release funding carried unanimously.

Executive Committee report by Ms. Peterson.

No motions; please see written committee report.

Guide Development Committee report by Mr. Griffin.

No motions; please see written committee report.

Transportation: Pedestrians & Passengers Committee report by Ms. Kailus.

No motions; please see written committee report.

Transportation: Bikes Committee report by Mr. Chung.

No motions; please see written committee report.

Clean, Green & Safe Committee report by Mr. Ginople.

No motions; please see written committee report.

Promote: The Arts Committee report by Ms. Skylar.

No motions. Ms. Skylar reported that the PTA committee plans to prepare and circulate an RFP regarding storefront art installations. Discussion was had regarding the necessity of obtaining commitments from landlords to participate.

Public comment.

Mr. Ginople moved to adjourn. Mr. Griffin seconded. The meeting was adjourned at 8:50 p.m.