



SSA #19 Commission Meeting Minutes  
Wed., December 19, 2018, 8:30 am  
The Factory Theater, 1623 W. Howard St.

### Minutes

In Attendance: Carrie Sullivan, Commissioner; Barry Hoven, Commissioner; Cynthia Ryan, RPBA SSA Manager

Conference Called In: Charlotte Walters, Commissioner; Gale Howard, Commissioner

Absent: Simone Freeman, Commissioner

The meeting was called to order at 9:05 am by Carrie Sullivan, Chair

#### I. Community & Public Input

There was no community or public input.

#### II. Approval of Minutes for November 14, 2018

Charlotte Walters moved to approve the minutes, Gale Howard seconded it. Motion passed.

#### III. January-November 2018 Financials

Financials were reviewed with no questions.

#### IV. Budget Modification 2108 for 7.0 Personnel

The Personnel line item has gone over budget due to increased cost. It is proposed to take up to \$6,000 from the 2.03 Façade Enhancement Program which has \$30,000 available and apply it to 7.0 Personnel. Barry Hoven moved to approve utilizing up to \$6,000 to 7.0 Personnel for the budget modification. Charlotte Walters seconded it. Motion passed.

#### V. Chalk Festival 2019

Cynthia discussed receiving revised proposals from A5 Branding & Digital and Star Events for a limited chalk festival. This would be for one day only and be limited to Howard St. between Paulina and Marshfield. It was suggested that we schedule a meeting in early January 2019 to interview both A5 and Star Events to select an events company. Cynthia to reach out to these two companies to schedule and interview.

#### VI. Adjournment

Meeting was adjourned 9:30 am.

#### VII. Next meeting

Next meeting will be on Wed., January 16, 2018 at 8:30 am, The Factory Theater.