

ELMHURST CITY CENTRE
BOARD OF DIRECTORS

MINUTES OF REGULAR MONTHLY MEETING
HELD ON SEPTEMBER 25, 2007

A meeting of the Board of Directors of Elmhurst City Centre was held on September 25, 2007 at Elmhurst City Hall, pursuant to notice given to each of the Directors.

The following Directors were present:

<u>Commercial Property</u>	<u>Merchant Members</u>	<u>Residential Property</u>	<u>Ex-Officio</u>	<u>Ex-Officio (Ald.)</u>
Jeff Budgetell	Charles Mueller(incoming)	Susan Danner (Alt.)	Tom Borchert	
Frank Catalano(incoming)	Kevin O'Keefe	Barrett Gleixner	John Quigley	
Ed Conway	Jim Pstrzoch (outgoing)		John Said	
Margie Fitzharris (inc.)	Christy Sopko		M. Tegmeyer	
Willis Johnson	Natalie Zysko-Leuzzi(inc.)			
Sally Sotos (outgoing)				

The following Directors were not in attendance at the meeting:

<u>Commercial Property</u>	<u>Merchant Members</u>	<u>Residential Property</u>	<u>Ex-Officio</u>	<u>Ex-Officio (Ald.)</u>
Barry Hartmann(outgoing)	Phyllis Butt (incoming)	Annette Armstrong		John Gow
		Glen Carley (Sec.Alt.)		Diane Gutenkauf
		Deborah Haude		Stephen Hipskind
		Brian Murphy		Michael Regan

Also present at the meeting were Tom Paravola, Executive Director from the City Centre Office, and Martha Corner, City of Elmhurst Economic Development Manager.

The meeting was called to order at 7:35 a.m.

No City Centre members were present to address the Board in open membership forum.

Upon motion duly made, seconded and unanimously carried, the minutes of the regular monthly meeting of the Board of Directors held on August 28, 2007 were approved, as presented.

Ms. Sotos announced her desire to appoint Mr. Paravola as Acting Secretary for purposes of addressing Agenda Items (5) and (6), and there was unanimous agreement to such appointment.

The Board turned to consideration of the installation and introduction of incoming Board Members.

Mr. Paravola reviewed the Notes of the Nominating Committee meeting of August 13, 2007, as to the Nominating Committee certifying the nominations of Messrs. Catalano and Mueller, and agreeing not to nominate any additional candidates to oppose either individual for a Board position.

Mr. Paravola reviewed the Notes of the Nominating Committee meeting of September 10, 2007, as to the Nominating Committee's appointments of Ms. Butt as a Merchant Member director and of Ms. Fitzharris as a Commercial Property Owner Member director.

Mr. Paravola reported that, after Ms. Fitzharris' resignation as a Merchant Member director submitted to accept appointment as a Commercial Property Owner Member director as referenced in the Notes of the Nominating Committee meeting of September 10, 2007, and consultation with and direction from Mr. O'Keeffe, Mr. Pstrzoch and Ms. Sopko as the then remaining Board Merchant Member directors, he had contacted Ms. Zysko-Leuzzi to determine if she would accept the appointment to a Board position, made by the current remaining Board Merchant Member directors, to fill the remainder of the term of the Merchant Member director vacancy created by Ms. Fitzharris' resignation from the Merchant Member director position, and that Ms. Zysko-Leuzzi had agreed to accept the responsibilities of such directorship.

Upon motion duly made, seconded and unanimously carried by directors other than Catalano, Fitzharris, Mueller, and Zysko-Leuzzi, the seatings of Ms. Butt, Mr. Catalano, Ms. Fitzharris, Mr. Mueller and Ms. Zysko-Leuzzi as members of the Board, as addressed by Mr. Paravola, were accepted and approved.

The Board turned to consideration of the election and installation of 2007/2008 Board officers.

Mr. Paravola reviewed the Notes of the Nominating Committee meeting of September 10, 2007, as to the Committee's nominations of Mr. Budgell for President, Mr. Johnson for Vice-President, Mr. O'Keeffe for secretary and Ms. Butt for Treasurer. There were no additional nominations by Board members for any of the officer positions. Upon motion duly made, seconded and unanimously carried, the Board approved the slate of 2007/2008 Board officers presented to the Board by the Nominating Committee.

Ms. Sotos and Mr. Pstrzoch, the outgoing directors in attendance, then departed from the meeting.

The Board turned to consideration of reports from Alliance members.

Mr. Borchert reported on several matters involving the City of Elmhurst, including ongoing efforts by the City to address downtown area parking concerns and the City Council's ongoing consideration of proposals for the Hahn Street development.

Mr. Said reported that the Department of Zoning, Planning and Economic Development was continuing to work on the citywide comprehensive plan. Mr. Quigley reported on various matters involving the Elmhurst Chamber of Commerce, and Ms. Tegmeyer then reported on various matters involving the City's Visitor and Tourism office.

Mr. Paravola briefly reviewed Retail Recruitment Consultant Cathy Maloney's written report., as was included in the meeting packet.

Mr. Paravola reported on meetings he had attended on August 31, 2007 with Mr. Said and Ms. Corner, and on September 18, 2007 with various City Of Elmhurst staff concerning City Centre parking issues. The Board discussed a variety of concerns regarding parking.

Mr. Paravola then reported on meetings he had attended on September 19, 2007 with City aldermen Moriarty and Shea, concerning the aldermen's requests for detailed financial information

concerning City Centre advertising expenses, and on September 21, 2007 with the Elmhurst Business Alliance.

The Board turned to consideration of financial matters.

Mr. Paravola briefly reviewed the year to date financial statements, as of August 31, 2007, as prepared by Max Results based on information provided by the Office.

Mr. Budgell reviewed the Notes of the Budget Committee meetings of August 14, 2007 and September 19, 2007, noting that the Budget Committee would be bringing a recommendation to the Board regarding the 2007 tax levies for the Board's consideration at its October meeting. Mr. Paravola reviewed the Budget Committee's work to date and anticipated course of action in developing the tax levy recommendations for Board consideration.

The Board turned to consideration of general corporate matters.

Mr. Paravola reviewed the background for the required annual meeting of City Centre members. The Board discussed various alternatives for the time and date, structure and program for the annual meeting. Following discussion, upon motion duly made, seconded and unanimously carried, the Board approved scheduling the annual meeting on October 24, 2007 at 5:00 p.m. at a location to be determined by the office.

Mr. Paravola reviewed the roster of Board standing committee appointments as of the end of July 2007, and the 2007/2008 Committee Appointment Worksheet which he had prepared and included in the meeting materials. Mr. Budgell, as President, then addressed current appointments, advising that he would add Mr. Mueller to the Budget Committee and otherwise continue that Committee's membership as shown on the Worksheet, add Mr. Catalano and Mr. Conway to the Downtown Services Committee and otherwise continue that Committee's membership as shown on the Worksheet, add Ms. Zysko-Leuzzi to the Marketing and Promotion Committee and designate Ms. Sopko to chair that committee and otherwise continue the Marketing and Promotion Committee's membership as shown on the Worksheet, and have Ms. Fitzharris and Ms. Butt serve as the Board members on the Organization Committee with Ms. Fitzharris chairing that Committee.

The Board turned to consideration of SSA #7 Maintenance Area matters.

Mr. Paravola reviewed the Notes of the Downtown Services Committee meeting of September 19, 2007. The Board briefly discussed issues involved with replacing the old City Centre banners in the Schiller walkway.

The Board turned to consideration of SSA #6 Business Area matters.

Mr. Paravola briefly reviewed the Notes of the Marketing and Promotion Committee meeting of September 10, 2007, and the Special Events Report for September 2007 as prepared by Ms. Stojavljevic.

Mr. Paravola that he and Mr. Quigley were still in the process of scheduling a meeting for interested Board members and City Centre staff to currently provide feedback and input to Mr. Quigley concerning Elmfest issues.

The Board turned to consideration of new business matters.

Mr. Johnson suggested that the Board schedule some orientation sessions for new members, and mentioned that the Board had previously discussed having general Board education sessions on an annual basis. It was agreed that Mr. Paravola should look into this matter.

Mr. Budgell advised that as President for the coming year, he would like to address two major issues – the structuring of the office and its personnel to most efficiently address administration and marketing, and the relationship of SSA #6 to SSA#7 to resolve various operational issues and further integrate residential property owners into the City Centre structure.

Mr. Catalano suggested that there be some discussion of possibilities for bringing in an outside company to run City Centre. Mr. Quigley noted that in reality the City had designated City Centre as an entity to do this, and that if City Centre looked to delegate its responsibilities to an outside association/management type company, perhaps the City would desire to come in and directly address such outsourcing itself.

No other new matters were raised for consideration by the Board.

It was noted that the next meeting of the Board was scheduled for Tuesday October 23, 2007 at 7:30 a.m. at City Hall.

There being no other business to come before the Board of Directors, the meeting was adjourned at 9:45 a.m.

Secretary

APPROVED: November 27, 2007