



Rick Lemmo,
President
 Raul Porto,
Vice President
 Helen McDonagh,
Treasurer
 Joe Stitick,
Secretary
 Dennis De Pietro
 Carol Jacobs
 Phil Lanzafame

**Downtown Glendale Association
 Board of Directors Meeting
 Tuesday, August 19th, 2014 – 9:30am
 100 N Brand Blvd Cowork 100 Basement Glendale, CA 91203
 www.downtownglendale.com**

Present: Rick Lemmo/ Caruso Affiliated, Joe Stitick/ Investment Property Services, Helen McDonagh/ Massage Envy, Raul Porto/ Porto’s Bakery, Dennis De Pietro/ Frank De Pietro & Sons, Phil Lanzafame/ City of Glendale, Larry Martin/ Glendale Galleria

Staff: Tim Gallagher, Marco Li Mandri, Nick Lemmo, Lilya Avagyan

Guests: Jaqueline Bartlow, Kevin Dizon

MINUTES

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
Introductions	President Rick Lemmo called the meeting to order at 9:30 am and requested everyone to introduce themselves.	No Action Taken
Approval of June 17th, 2014 Minutes	Board of Directors committee reviewed the minutes of April 15 th , 2014	Joe Stitick moved and Dennis De Pietro seconded approval of the June 17th minutes. The motion was approved unanimously.
Public Comments and Announcements	Rick Lemmo opened the floor to public comments and announcement.	No Action Taken

<p>City Updates on Current Projects</p>	<ul style="list-style-type: none"> a. Watering of Trees <ul style="list-style-type: none"> - Nick Lemmo addressed the issue of watering the trees to have clear understanding who's responsible for that. b. Parklet grant funds transfer to a new project <ul style="list-style-type: none"> - Jackie updated on Parklet grand transfer. The money have to be utilized by the end of the year, and the Beautification Committee decided to use that fund for small projects, such as park or school beautification. 	<p>No Action Taken</p>
<p>Committee Reports</p>	<p>Executive Committee</p> <ul style="list-style-type: none"> a. Financial Report <ul style="list-style-type: none"> - Marco Li Mandri gave the rough draft financial report. b. IRS Letter of Determination <ul style="list-style-type: none"> - Marco Li Mandri announced that now DGA is an official public granted corporation and can solicit grants, also, donations to DGA are tax deductible. c. Annual Board Elections, authorization to: <ol style="list-style-type: none"> 1. Have Joe Stitick mail out nomination letter to all property owners who are current on CBD assessments; 2. Set nomination return date on September 19, 2014 3. Set Annual Election meeting for Tuesday, October 7th, 2014. d. Board members up for re-election: <ul style="list-style-type: none"> Terms expiring in October 	<ul style="list-style-type: none"> a. Dennis De Pietro moved and Joe Stitick seconded approval of the rough draft financial report. The motion was approved unanimously. c. 1. Phil Lanzafame moved and Dennis De Pietro seconded to authorize Joe Stitick to mail out the nomination letter to all CBD property owners. The motion was approved unanimously.

	<p>2014: Dennis, Raul, Joe Terms expiring in October 2015: Rick, Helen, Phil, Carol</p> <ul style="list-style-type: none"> e. Lilya Avagyan – Outreach person update <ul style="list-style-type: none"> - Lilya and Tim Gallagher attended Alex Theatre Expo on July 14th to promote DGA and let the public know about its mission and update on projects. - Lilya, along with Tim Gallagher and Dennis De Pietro also attended Annual Cruise Night on July 19, 2014 which DGA had sponsored. f. Authorization to allow staff to investigate expansion of CBD to west to capture ne residential developments along Central, (CBD II); g. Letter to 500 Brand Ltd. <p>SOBO Committee</p> <ul style="list-style-type: none"> a. Ambassadors update – banked hours <ul style="list-style-type: none"> - Nick Lemmo reported on occurred changes and potential improvements. b. Concrete planters solicitation brochure – update on sale Planter Sponsorship letter had been sent to all Property and Business owners. As a promotion, local charities will receive 10% from each planter sold if they support the sales. c. Operations Director report on services Nick Lemmo said that satiation on Panhandling and Homeless Issues are improving. The DGA staff put together a 	<p>f. Joe Stitick moved and Raul Porto seconded to authorize to investigate expansion of CBD. The motion was approved unanimously.</p>
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	<p>brochure to prevent panhandling.</p> <p>Marketing Committee</p> <ul style="list-style-type: none"> a. Report from Tim Gallagher <ul style="list-style-type: none"> - Tim Gallagher reported on DGA e-newsletter rates and feedback. b. Alex Theater upcoming events <ul style="list-style-type: none"> Alex theatre events will be discussed at the special meeting. c. Update from Cruise Night <ul style="list-style-type: none"> - Tim Gallagher said that is was a successful event, and a great way to promote DGA d. Update on Social Media, app, facebook <ul style="list-style-type: none"> - No report e. Video Application and selection <ul style="list-style-type: none"> - Lilya Avagyan will send the video samples submitted by chosen candidates to Helen McDonagh and Elissa Glickman for their review <p>Downtown Market No Report</p> <p>Land Use Committee – Project Review No Report</p>	
CLOSED SESSION	The Board asked all non-Board members to leave the room so the Board could go into Executive Session to discuss a personnel / contractual issues	No action taken
Re-open meeting to public and announce any decisions of the Board	No action was announced since none was taken	No Action Taken
Next Meeting	Next meeting for the Board of Directors	No Action Taken

	Committee will be held on October 7 ^h at 10:00 am at 100 North Brand Blvd., Cowork 100 Basement, Glendale CA 91203	
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Minutes taken by Lilya Avagyan, and Marco Li Mandri, staff.