



DUTCHTOWN COMMUNITY IMPROVEMENT DISTRICT

DTCID Monthly Meeting MINUTES

October 26, 2021

Board Members Present:

Caya Aufiero (X)	Michael Powers (X)	
Ann Smart (X)	Fadumo Sheikh Hassan (X)	Stevie Limmer LaChance (X)

Excused: Sal Martinez, La Gwenda Sims

Guests Present: None

Call to Order at 5:43 pm - Caya noted there was a quorum present.

1. Approval of previous Board Minutes
 - a. Approved as written
2. Secretary's Report – Ann Smart/Fadumo Hassan
 - a. Review of Teams folders to take place in upcoming months.
 - b. Personal folders for drafts, etc. should be marked as personal.
 - c. Followed up with insurance coverage certificate for string lights. No additional premiums will be charged. COI received via email.
 - d. New process for Board meeting RSVP and reminders
 - i. Text message plus teams RSVP conversation on the Monday before the Board meeting.
 - ii. New meeting to be created due to technical issues with older Teams meeting.
3. Treasurer's Report- Stevie Limmer LaChance
 - a. Financial Statements – Balance Sheet, Bank Statement, Current Budget
 - i. Current statements uploaded to Teams
 - ii. Statements can also be viewed via bank website.
 - iii. Balance \$161,181.14
 - iv. P&L Current – reflects \$19,489.14 of expenses. No new requests for payments.
 - b. Timeline for 2022 Budget
 - i. Budgets drafts are due in April. Previous Board had been turning in budgets on t May 28. This is contrary to DTCID and state guidelines.

- ii. Action - inform Dutchtown Main Streets (DTMS) of deadline and recommend that DTMS change their fiscal year to coordinate budgeting processes.
 - iii. Internal draft budget must be complete for February DTCID Board meeting.
 - c. Accountant selection
 - i. Stevie had virtual interviews with 3 candidates and identified one who can meet DTCID needs.
 - ii. Caya stressed importance of choosing accountant quickly and catching up with outstanding accounting and reporting.
- 4. DTMS Exec Committee Liaison Report- Sal Martinez
 - a. Committee Updates
 - i. Update via teams. Current DTMS co-chairs are Nate Lindsey and Jarret Irby-Economic Vitality, Joel Silliman and Amanda Fair-Design, Nick Findley and Adina O'Neal-Promotional, Lyndsay Baruch and Paula Gaertner-Organizational.
 - ii. Excel spreadsheet of committee structure, goals and status is available on Google Drive. See Teams conversation for link.
 - iii. Ann recommended drafting a terms of engagement agreement with DTMS as soon as possible.
- 5. Trash/Porter Report – Joel Silliman & Mya Ford
 - a. Not present. Board is interested in an update.
- 6. New Business
 - a. Cure Violence publicity event.
 - i. The mayors of Kansas City and St. Louis will visit Dutchtown the first week of November with the focus on the Cure Violence program.. They will be touring Dutchtown and will meet at the NIC.
 - ii. National media (NBC) will be covering this meeting and Cure Violence.
 - iii. This is for information only. DTCID is not involved.
- 7. Old Business/Previous Action Items
 - a. Swearing in for new Board members- Ann Smart
 - i. Please update email or teams with your availability on a Wednesday.
 - b. Dutchtown Holiday Festival - Merry & Bright- Michael Powers
 - i. Meramec Street lighting ceremony to occur at the event on December 11 2021 (2-10 PM).

1. Pole to pole lights have been approved by city. Currently the lights are planned to be installed from Virginia to Louisiana (3300 block or Meramec). Caya hopes to run them through the 3200 block if funding is sufficient with new design. The new design is less expensive and the materials can be repurposed to the cross street design if/when approved by the city.
2. Gateway Foundation, the source of the \$8000 lighting grant, has agreed to the changes in light installation.

ii. NIC Fundraising Event Details

1. Organized by Michael
 2. Portions of the proceeds will be donated to the DTCID and DTMS non-profits.
 3. Non-profits are invited to participate and assist with the event. The goal is to raise \$10,000, \$50 at a time.
 4. A fundraising telephone call event is scheduled for Wednesday, November 3 from 5-7 pm.
 - a. DTCID Board members are urged, but not required to participate.
 5. Donors of \$50 will receive VIP access to The Loft party.
- c. Nick Dunn, City of St. Louis, Public Information Officer - Caya Aufiero
- i. Email sent to Nick regarding Gateway lighting project. Caya to follow up with the goal of getting Nick connected to the DTCID.
- d. Treasurer's reports must be sent from Stevie to Fadumo for inclusion of the Board Book. Recommend an in person meeting to print reports and update the Board Book.

8. Action Items

- a. Ann to test current meeting link and add a new meeting, if required.
- b. Ann to follow up regarding strategy for creating terms of engagement with DTMS. (Bill and Rachael Witt)
- c. Ann to follow up with DTMS to inform them of budget timelines.
- d. Ann to follow up with Joel for an update on the Trash/Porter status.
- e. All Board members who have not been sworn in to inform Ann of availability to schedule swearing in via Teams or email.

- f. Caya to follow up with Nick Dunn.
 - g. Stevie and Fadumo to coordinate updating Board Book with financial reports.
 - h. Stevie to choose Accountant by end of this week. Goal is to start working to catch up last couple year's books to reflect previous CID assessment accounting.
9. Adjournment 7:03 PM and next meeting –November 23, 2021, 5:30 pm. (4th Tuesday of Each Month)

The meeting will be open to the public. <https://bit.ly/DTCIDBoard>

*A closed meeting may be held to discuss legal, real estate or personnel matters pursuant to § 610.021(1), (2) and (3) Mo. REV. STAT. Representatives of the news media may obtain copies of this notice, and persons with disabilities wishing to attend can contact: Bill Clendenin, 7733 Forsyth Blvd., Suite 500, St. Louis, MO 63105, (314) 721-7011

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