

**CZECH VILLAGE – NEW BOHEMIA SSMID
COMMISSION MEETING**

Monday March 20, 2017 **8:30am** – Geonetric (415 12th Ave SE)

Members: X Craig Byers X David Castelluccio Lijun Chadima X Jessalyn Holdcraft
X Stephanie Jelinek E Pamela Lewis X Ana McClain X James Piersall E Robert Schaffer
X Jennifer Pruden, liaison E Jennifer Pratt, City Staff

Agenda Item

Action

- Called to order by Craig Byers at 8:32am
- Consent Agenda Motion by Dave, second by Jessalyn, MSP
 - February 20 Meeting Minutes
 - March 2 Special Meeting Minutes
 - February Financial Statement – Craig verified that invoice for Greater Cedar Rapids Community Foundation \$1,000 contribution for Small Business Recovery Fund was processed. Jennifer confirmed that it was processed on March 9th and will be part of the March financial report.
- Non-Profit Requests: Craig shared that the National Czech & Slovak Museum has submitted a signed agreement and Jennifer Pruden will be processing an invoice for their \$300 contribution.
 - Commission members will assist with additional follow up – Craig Byers (African American Museum of Iowa, Ana McClain (Legion Arts)
 - Jennifer Pruden will send template letter to entire commission via e-mail to assist with follow up
 - NewBo City Market has requested to see CVNB SSMID budget before making a contribution. Jennifer will send to Scott Kruger
- Review of Bylaws
 - Jim Piersall presented revised bylaws with the following amendments:
 - Section III. Amendments to Bylaws : this section was moved down to create a separate header. It had previously been under Section II. Subsection I.
 - Section IV. Terms of Members added: “Members of the Commission shall serve three year terms and shall be appointed by the City of Cedar Rapids. Subject to being reappointed by the City of Cedar Rapids, there shall be no limit on the number of terms a member may serve.”
 - Jessalyn proposed additional amendments:
 - Section II. Meetings, Subsection A.a Regular Meetings: remove line about meeting time and location so that it reads “Regular Meetings of the Commission shall be held once per month at such time, date, and location as designated by the commission.
 - Section II. Meetings, Subsection B.b Special Meetings: Remove line about special meetings being held at same location as regular meetings so that it reads “Location, time, and date of Special Meetings shall be determined at the time said meeting is scheduled.”
 - Jim will make the proposed edits and present the revised bylaws at the next meeting for voting
- 2017 Beautification – commission discussed summer 2017 planter maintenance project. The commission decided to allocate \$4,000 to Main Street as one lump sum to be used for watering and administrative expenses. Main Street will provide periodic updates on status of watering expenses.
- Wayfinding: Jennifer Pruden, (Main Street) presented request for an additional \$500 towards the core district wayfinding project.
 - Motion by Jessalyn, second by Dave to decline the additional \$500 funding request, MSP unanimously
- City Update – Jennifer Pratt not present
- Announcements & Directives -None
- Adjourned by Craig Byers at 9:30am

Takeaway

Next Commission Meeting (Date, Time, Place): Next regular meeting April 17, 2017 , 8:30am @ Geonetric

CVNB SSMID welcomes comments from guests regarding items on the agenda. Please keep your comments focused on the agenda topic. While we do not place a time limit on discussion, please be as brief as possible so that we can move through our agenda in a timely manner. For further information or suggestions for future agenda items, please contact any Commission Member or Jennifer Pruden at crmainstreet@gmail.com