

Executive Committee  
Minutes  
November 14, 2017

In attendance: Brent Norsman (Chair), Rebecca Dohe (Vice Chair), Wayne Janik (Treasurer), David Ginople (Secretary), Pamela Maass (Executive Director), Michael Ashkenasi (Program Specialist), Hans Kumler (SSA Program Specialist)

1. Snow Removal—MA confirmed service will begin 11/15. No other updates at this time.
2. Holiday Decorations—DG brought up issues with current vendor assigned to install snowflakes on light poles. MA has spoken to HAP contacts on several occasions to ensure work plan is followed through with thoroughly, however this has not been the case. DG pointed out several points in the neighborhood where service is inadequate (snowflakes missing, or covering up banners). Committee will consider another vendor in 2018 although this will likely increase costs of services provided. BN suggested the possibility of granting slightly more funding to current vendor to ensure quality of work, which would likely cost less than hiring a new vendor. MA spoke with vendors for Polish Triangle lights and 606 Holiday lights display and expects Polish Triangle lights to be completed before Thanksgiving, while 606 lights will likely be installed after. MA has communicated with Grace Pisula, who will photograph the installation and lights display – along with pictures of snowflakes and holiday banners - to help build the SSA’s photo library. Photos can be used in figure to promote programs/services provided by SSA.
3. Branding “refresh”—initial concepts unveiled at Promote committee 11/10. MA has scheduled a conference call with Gina, the contracted designer, for Friday 11/17 to discuss next steps/logo feedback.
4. Planter fences on North Ave. (repaired)--MA
5. Update to Cleanslate litter abatement contract—2<sup>nd</sup> ward superintendent reached out to MA a few months ago and requested that Cleanslate clean up vacant lots, including ones with fencing. MA already communicated that addressing vacant lots is only on a *really* as-needed basis, as this is private property or city-owned property. Also, we do not ask them to ever do lots with fencing as there are safety/access concerns. The contract with Cleanslate has been updated to reflect this.
6. New and existing Commissioners—commissioners awaiting approval or renewal should be brought to city council 11/15.
7. Review meetings schedule for rest of 2017 & 2018—the committee decided to cancel 12/26 Arts Committee Meeting, there will be no meeting for this committee in December. MA/HK identified tentative 2018 meeting dates and discussed briefly with commission.
8. Motions for the Commission meeting:

Motion 1: to approve the 2018 SSA Commission meeting schedule for the following dates: 1/17/2018, 2/21/2018, 3/21/2018, 4/18/2018, 5/16/2018, 6/20/2018, 7/11/2018, 9/19/2018, 10/17/2018, 11/14/2018, 12/19/2018. **DG motions, WJ 2nds. All in favor.**