

Minutes: MSPA Regular Board Meeting, August 6, 2020

The next MSPA Board Meeting is scheduled for September 3, 2020
8:30 a.m. via zoom due to Covid-19

Meeting was called to order at 8:30 am

Minutes of the July 2, 2020 meeting were approved as written.

Board Members and Guests

Andre Ordubegian (Copy Network)-President; Gigi Garcia (It Takes A Village)-Vice President; Kim Kelly (Merle Norman Cosmetics)-Secretary; Ken Grayson (Grayson's Tune Town) Treasurer; Corey Grijalva (Board member at Large); Jeannie Bone (Board member at large); Victoria Malone (Communication Administrator/Filming Liaison/Marketplace Manager); Dale Dawson (Business Administrator)/Events Coordinator); Jackie Sales (CoG); Mavil Aghadjanian (MVCCC); Jennifer Hiramoto (CoG); Drew Sugars (GCC); Destiny Pedersen (Images Salon)

President's Message:

President Andre Ordubegian welcomed all guests via zoom to the MSPA Board meeting and thanked everyone for joining the meeting.

Visitors Reports:

- **City of Glendale** Jackie Sales spoke about the recent approval of outdoor operations for hairdressers and gyms to operate outdoors with a required permit. Retail will be considered. Gigi Garcia asked about the completion date was for unfinished barrier construction in the MSP. Jackie will investigate.
- **City of Glendale** Jennifer Hiramoto updated the group on the Alfresco Dining Program. El Charro Restaurant is asking for guidance on creating a parklet for their unique location. Jennifer will work with Victoria Malone to assist El Charro; the lack of parklet trash cans and maintenance by business owners was also discussed.
- **Images:** Destiny Pedersen expressed concern over trying to do business outdoors. She offered the idea of closing Honolulu Ave.
- **Glendale City College:** Drew Sugars updated the progress of the Citibank building. Go to capitalimprovements.glendale.edu/projects for more details.
- **MVCCC:** Mavil Aghadjanian introduced herself as the new Executive Director and updated the status of the Montrose Chamber. There is a go-fund-me page. A "Well Being" virtual meeting is being planned and she will be reaching out to merchants to video interview on how business is being done during covid.
- **Business Agenda:** An addendum to the Independent Contractors contracts will be discussed in the closed session.
- Corey suggested a Finance and Budget Procedural Review, referring to the holiday lighting and maintenance contracts needing to go out for bid before the first of the year.
- Gigi Garcia made a motion to cancel the Arts and Crafts Festival for 2020. Corey seconded the motion.
- Ken Grayson made a motion to cancel the 2020 wine walk and Jeannie Bone seconded. (A one-day open house was suggested)
- Ken Grayson made a motion to purchase a tree for the Holiday Tree lighting ceremony at the cost of \$1500 (includes decoration and installation). Gigi Garcia seconded the motion.

- Fall Decor to be determined at the next Marketing Meeting.
- **Contractors Reports:**
- Dale Dawson (MSPA Events Coordinator Services)
- Dale Dawson (Business Administrator) Assessments update thru June 25, 2020. Assessments received to date \$135,677.86 vs. budget of \$160,000. 3 more delinquent had paid. Delinquent business' are not eligible for GoG Grant programs.
- A 2020 Revised Forecast of budget vs. expectation will be revised for the board.
- Forest lawn will be refunded \$2000 due to them from a prepayment of the Harvest Market booth fee for 46 weeks.
- Purchasing hand washing sinks for the Harvest Market was discussed. Dale will research. Ken Grayson made a motion to purchase 2 handwashing stations to spend up to \$2000. Gigi Garcia seconded.
- Jennifer Hiramoto confirmed that the city is working on a PPE Grant program that could defray the cost of the sinks by \$500-\$1000.
- Victoria Malone (MSPA Communication Administrator) reported on meeting with the Parklet merchants regarding area clean up and maintenance of the parklet.
- She is working on updating the Merchant Contact list, a work in progress.
- Victoria met with Officer Matt Zakarian to discuss walking the Shopping Park together to visit merchants.
- Victoria met with Steve Shaw regarding graffiti and the trash bin issues in Lot 7.
- She met with Chris Peplow regarding water lines that were broken then repaired.
- Lastly Victoria discussed with Jackie Sales the broken bricks and damaged street lamps. Jackie will respond.
- Victoria Malone(MSPA Film Liason Repot) No report due to no filming.

Harvest Market: Ken Grayson reported a good response to the extended Harvest Market hours.

Marketing Committee: Jeannie Bone (Marketing Chair) scheduled a zoom meeting for Wednesday August 19th. at 8:30 am.

Closed Session:

Expenditures for Holiday lighting and ongoing maintenance costs were discussed. Dale will review with the contractor.

Compensation for the Harvest Market assistants was discussed because of the current reduction in Market activities. Jeannie will review with Mark Sheridan and report back.

Jeannie Bone presented the IC contract addendums for Business Administrative Services, Events Coordinator Services and Cal West Media Social Media Services.

Public Session Reopens: The Addendum for the Event Coordinator Services was revised from its original to specify 6 months through November at the reduced rate of compensation versus five months through October. A motion was made and seconded to approve the revised addendum; Motion passed with 4 yea's one abstention and one Board member not present. All three IC addendums were then confirmed and will be distributed for signatures.

Meeting adjourned at 10:30a.m.