

# Minutes: MSPA Regular Board Meeting, October 1, 2020

The next MSPA Board Meeting is scheduled for November 5, 2020

8:30 am via zoom due to Covid-19

Meeting was called to order at 8:30 am

Minutes of the September 3, 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 (Joselito's)-Board member at Large; Jeannie Bone (Casa Córdoba)-Board member at large; Victoria Malone (Communication Administrator/Filming Liaison/Marketplace Manager); Dale Dawson (Business Administrator)/Events Coordinator); Jackie Sales (CoG): Armond Simonian (CoG Public Works); Yazdan Emrani (CoG Public Works); Mavil Aghadjanian (MVCCC).

## **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 introduced Armond Simonian and Yazdan Emrani of the Public Works Dept who updated the group on the timeline for the installation of the street cable barriers in the 2200 and 2300 blocks of Honolulu Ave. Start date is October 12th and will be finished October 19th. Construction from 5 am to 2:30 pm.
- **GPD** Officer Matt Zakarian reported an attempted car theft on 9-29-20; announced "National Night Out" October 6th at 6:30 pm.
- **MVCCC** Mavil Aghadjanian announced an upcoming webinar October 29th @1:00 pm; She will be speaking with Keith Hobbs, Director of U.S.C. Verdugo Hills Hospital; as a reminder to Merchants there is free hand sanitizer available for drive through.

## **Contractors Reports:**

- **Dale Dawson (Business Administrative Services)** The updated Treasurer's Report estimates the year-end reserve at \$90,628; not including the City's PPE reimbursement or Non-Profit Association grant monies. Current assessment deposited \$148,288 vs a year-end forecast of \$150,000. The City's \$2092.00 refund for the Arts and Crafts stage rental was received and deposited.
- **Hand-wash sinks:** The order was placed on 8-21-20 with 15+ weeks original delivery estimate. Total cost \$1259.22 - invoice submitted to CoG Reimbursable PPE Program and should yield a \$500 reimbursement to MSPA.
- Another possible City Business Association Grant could result in \$15,000 to the MSPA in exchange for some manageable services to be provided. On Sept 4th Dale picked up and stored 240 gallons of free hand sanitizer for the merchants of Montrose.
- Kim Kelly, Ken Grayson and Dale Dawson were appointed to the Election Committee. Nominations for Board of Directors position will be open from Oct. 15<sup>th</sup> to 31<sup>st</sup>.

- Dale Dawson (Events Coordinator Services)
  - 11/7 **Holiday Open House Event** under review.
  - 11/27 **Holiday Tree Lighting** The budget has been approved for a 16' tree. Ideas for a tree lighting ceremony were discussed.
  - 11/27-12/24 **Montrose Old Towne Christmas** ideas were discussed.
  - **Holiday Lighting** maintenance and updates: Corey Grijalva made a motion to pay Jerry Uebel his two 4<sup>th</sup> quarter fees together and Kim Kelly seconded. Approved unanimously.
  - **Arts & Crafts Festival 2021** currently we have 100 paid artisans and food vendors. Goal is 200 by June 2021.
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- Victoria Malone (MSPA Communication Administrator) reported on 4 trip-and-fall incidents in the Black Cow parklet. Victoria is working with the city on all parklet issues.
  - reported on issues with the Harvest market regarding Health Dept. requirements and signage.
  - Victoria Malone(MSPA Film Liason Report) There are two different filming requests - one for October and one for late Oct to early November. Details to be determined.

### **Committee Reports:**

**Harvest Market Committee:** No report

**Marketing Meeting:** No report due to no scheduled meetings.

Meeting adjourned at 10:30 am