

# MSPA Board Agenda - October 3, 2013

Call to Order

Presentation of Agenda and Procedures – Business Administrator

President's Message/Opening Statement

Acknowledgement of Visitors

Approval of Minutes: September 5, 2013

"First 15": Presentations from individual MSPA merchants. Businesses wishing to participate may contact Steve Pierce (818) 259-5195.

## Associated Organizations, Agencies & Visitors:

City of Glendale Engineering Dept: Sarkis Oganessian regarding re-design of Honolulu/Verdugo intersection

Glendale Police Department

Montrose-Verdugo City Chamber of Commerce

## MSPA Public Forum:

Speakers are limited to three (3) to five (5) minutes subject to the chair's discretion. The Board may or may not choose to respond. A Speaker Request Form must be filled out in advance and turned in to the Executive Director. Speakers should address the Board from the podium and refrain from otherwise addressing the Board directly.

## Business Agenda:

Attendees may address the Board regarding any specific agenda item before or during the Board's consideration of that item by filling out a Speaker Request Form referencing the agenda item in question. Comments will be limited to three (3) to five (5) minutes per speaker subject to the chair's discretion. The Board may or may not choose to respond. Speakers should address the Board from the podium and refrain from otherwise addressing the Board directly.

## New Business/Action Items:

- Arts & Crafts Event Manager: renewal of work agreement
- Election Committee: to be established per MSPA By-laws
- Financial procedure for 2014 budget projections per MSPA By-laws
- MSPA Accountant proposal
- Banking Issues Update
- ShopMontrose.com Business Directory expansion proposal
- Cable TV campaign: proposal & discussion

Business Administrator Report: Dale Dawson

Events Coordinator Report: Linda McMenamin

Communications Administrator/Filming Liaison Report: Steve Pierce

## Committee Reports:

- Harvest Market Committee
- Marketing Committee

Adjourn & confirm meeting of November 7, 2013 at the Glendale Community College PDC, 8:00 am