

Minutes: MSPA Regular Board Meeting – August 1, 2013

The next MSPA Board Meeting is scheduled for September 5th at 8 am at Glendale Community College PDC located at 2340 Honolulu Ave.

Meeting was called to order at 8:03 am. Minutes of July 11th were approved as written.

Board Members and Guests Present: Ken Grayson (Grayson's Tune Town – President); Andre Ordubegian (Copy Network – Vice President); Corey Grijalva (Joselito's Mexican Restaurant – Treasurer); Gigi Garcia (It Takes A Village – Board Member at Large); Dale Dawson (MSPA – Executive Director); Linda McMenamin (MSPA – Events Coordinator); Steve Pierce (Montrose Ambassador/Filming Liaison); Mark Sheridan (Harvest Market Manager); Charles Beatty (Village Travel); Mary Dawson (Revelation Tops); Robin Goldsworthy (CV Weekly); Mary O'Keefe (CV Weekly); Linda Junge (CV High School); Mia Pedersen (Paradis Ice Cream)

Visitors: Linda Junge, new principal at Crescenta Valley High School introduced herself to the MSPA community.

“First 15”: Mia Pedersen from *Paradis Ice Cream* presented many promotional activities that *Paradis* is utilizing to promote their business as well as the town.

Visitor's Reports: (1) Jackie Bartlow informed the Board by email that MSPA's repair concerns have been forwarded to Public Works; the Montrose video will be aired on GTV6; the introduction of cigarette butt containers in the MSP is being explored. (2) Abe Chung reported by email that he will be introducing our new North Area Commander, Lt. Lola Abrahamian, at the September meeting. (3) Robin Goldsworthy and Mary O'Keefe discussed the various Prom Plus programs and announced that 2013 is the 20th Anniversary year for the organization.

Public Forum: The board heard from members of the public and shall consider the various speakers comments for future board action.

New Business/Action Items: (1) the president's recommendation of a Board member replacement for the open position was tabled until the next meeting; (2) Steve Pierce presented revisions to the Filming Guidelines regarding the posting of parking restrictions which the Board unanimously approved; (3) Steve also presented the concept for a Merchant Appreciation Day with a hosted food and beverage mixer on Tuesday, Sept. 24th from 5:30 to 8pm; the Board unanimously approved a budget of \$3500 for this activity; a written invitation will be sent to all MSPA members; details to follow; (4) Linda presented the results of a 2014 planning meeting held with the principals of the Montrose Car Show; the Board unanimously approved the last weekend of June for this event as well as the addition of an entry fee, part of which will be donated to charity; the MSPA merchants will be polled for their input as to their preference for a Saturday vs. Sunday venue for next year's Car Show. (5) a motion to donate \$200 to Prom Plus for their participation in the Car Show was approved unanimously.

Executive Director Report: (1) reported that the delinquent payment from the Centennial event has been successfully deposited; (2) the MSPA web site is updated; (3) MSPA businesses closing their doors were discussed; (4) the next MSPA newsletter will feature the Film Festival.

Event Coordinator Report: (1) a permit request has been submitted for the Film Festival; (2) Halloween preliminary preparations have begun.

Ambassador Report: (1) the Film Festival this year will include a student film contest; (2) the CV Historical Society has requested the MSPA's assistance in refurbishing many of the ground plaques throughout the MSP; Steve will research the costs involved in upgrading to a more permanent set of plaques; (3) bids are being sought for an ongoing solution to the trash cleanup needed in Lot 7; dumpster enclosures were discussed; the green sidewalk trash receptacles are in need of power washing, paint and liner replacements; the City will be apprised of this.

Committee Reports: (1) Harvest Market Committee: street barricade configurations will be adjusted to prevent vehicle "drive-ons" during the Market; a committee meeting will be announced to jury additional Marketplace vendors; (2) Marketing Committee: a committee meeting will be announced to review plans for the holidays.

Closed Session: the board entered into a closed session at 9:45 am to discuss staff job descriptions and compensation. The board exited closed session at 10:19.

Public Meeting: the public meeting re-opened at 10:19 am; the Closed Session resulted in the following Business Action Items, all of which were unanimously approved by Board vote: a compensation increase for the Harvest Market Manager position effective 8/4/13; annual compensation for the Harvest Market Manager to attend the LA County Manager's Meeting retroactive to include this year's meeting on January 28th; a compensation increase for the Marketplace Manager position, the Event Coordinator position, and the Montrose Ambassador position, renamed Communications Administrator, all effective 8/1/13; compensation for the Filming Liaison shall remain unchanged; the title of Executive Director shall be changed to Business Administrator with no change to the current compensation; revised job descriptions for all of the above-named staff positions were adopted effective immediately.

Meeting adjourned at 10:35 am