

**Special Service Area #61
SSA Board of Commissioners Meeting**

**Minutes, February 17, 2016
Hyde Park Hyatt
5225 S. Harper, Chicago, IL**

Present: Greg Guttman, Allison Hartman, Jacqueline Jackson, Michael McGarry, Charles Newsome, Mary Rogel, George Rumsey, Brian Tijan

Absent: James Hanson, James Hennessy

Also Present: Eric Reaves, Wendy Williams,

The meeting was called to order at 7:07 p.m. by Chair McGarry, who thanked everyone for attending. He announced that Brian Tijan, from A10 and Yusho, received his appointment letter and now is an official member of the Commission.

Minutes. Minutes for January 20, 2016, were approved as circulated.

Financial Report. Chair McGarry reported that he and Treasurer Guttman continue to meet regularly with Director Reaves to review the financial reports. He informed the Commissioners that the 2015 cost overrun that was reported at the January 2016 meeting has been significantly reduced from \$27,000 to \$6,700. McGarry distributed and reviewed revised December 31, 2015, financial statements. He explained that several incorrect accounting entries in the checkbook register were identified and reversed, resulting in an increase to yearend cash. McGarry reminded the Commissioners that the financial statements will be independently audited, with the report to be presented at the April or May meeting. He added that Director Reaves will be presenting a revised 2016 budget for consideration at the March meeting. This was followed by a discussion.

McGarry reviewed the January 31, 2016, financial reports, including the cash position and expenses for the month. He informed the Commissioners that the need for a line of credit (LOC) is uncertain at this time. McGarry continued that the LOC cannot be established until the SECC audit is completed for fiscal year 2015.

Update on LOC. Ms. Williams reported that the SECC 2015 audit is complete; and the Executive Committee is reviewing the draft. The final audit is anticipated in two weeks. The LOC will be a safety net in case it is needed at the end of the year for the first quarter of 2017.

Updates.

Farmers Market. Director Reaves reported that he sent out 125 invitations to potential vendors. The market will continue to include community groups at no charge. Director Reaves is trying to make the market look a little better, more uniform, and more professional. There will

be a new map for the market this year, and farmers are expecting a robust growing season. At the next meeting we will review the Rules for the market.

We are on schedule for preparations. Director Reaves will start advertising for the market in April, a two-month lead-in, which is a little earlier. He does not plan to change the marketing strategy and will again use mailers and social media. However, we will be on more of the City maps. CREO will be managing and hiring low-key entertainment for the weekly market and therefore will also be advertising the market.

Commissioner Hartman suggested that we advertise that we have real farmers and real food, to differentiate this market from others in the neighborhood that feature vendors without fresh produce.

Bike Racks. Director Reaves reported that the paper work had to be resubmitted because of the time it took for the special use permit to work its way through the Law Department.

Vitality Committee Activities in the District. The Vitality Committee will honor Mike McGuire, from Supreme Jewelers, with a retirement party at Chant on Monday, February 29, at 2 pm. He will be presented with an honorary key to Hyde Park. The party is open to everyone in the community. Kilwins will donate ice cream to go with the cake. Mr. McGuire has done a lot for the neighborhood over the years and will be missed.

Banners. An option was offered to all businesses in the district to advertise on the new banners. The first twelve respondents will be Business of the Month and can choose where in the footprint their banners will hang.

Flower Baskets. An RFP was sent out for this year's flower basket contract. Brickman has responded. Director Reaves will send around pictures of the flowers to be discussed at the March meeting.

Clean Slate. Clean Slate is scheduled to begin picking up litter at the end of March, if the snow has stopped. This year, Clean Slate will be cleaning the garbage can lids instead of Carney Cleaning.

Beautification. An RFP will be issued for sidewalk cleaning; we will adjust the budget so that we can clean the viaducts.

Outreach to Businesses in SSA District. Director Reaves reported that 60 people attended the two presentations to business owners in the SSA district on January 23, 2016, at CIE, informing them of what is happening in the district. A neighborhood event calendar is now on the website.

Meeting Agenda Announcements. At the March meeting, we will need to approve the auditor; and it is time to elect officers, who may serve two 2-year terms.

Because there is so little activity in January, there will be no January meeting in 2017. The first meeting of the year will be in February.

Announcements. Chair McGarry opened the floor for announcements and public comments.

There being no other business, the meeting was adjourned at 7:49 p.m. The next meeting will be March 16 at 11:00 a.m. at the Hyde Park Hyatt.

Respectfully submitted,
Mary J. Rogel
Secretary, SSA 61