

NOTICE

CITY OF RAVENSWOOD DEVELOPMENT AUTHORITY

NEXT MEETING: Tuesday, July 20, 2004

TIME: 6:00 p.m.

PLACE: RAVENSWOOD CITY COUNCIL CHAMBERS
CITY HALL, WALNUT STREET

AGENDA

- 1) Introduction of new members (Mark Gorman)
- 2) Minutes from Meeting of 6/15/04 (Greg Matics)
- 3) Treasurer's Report (Lucy Harbert)
- 4) Certify attendance and set quorum figure (Greg Matics)
- 5) Tim Meeks (MOVRC) & Ed Rauh will present an update on Historic District designation
- 6) Tax exempt status update (Julie Gurtis)
- 7) Marshall Study Update (Mark Gorman)
- 8) Bylaws revisions (Mark Gorman)
- 9) Web-site update (Mark Gorman)
- 10) Recommendation to City Council regarding RDA membership residency requirements (Mark Gorman)
- 11) Reorganization of the Infrastructure Subcommittee (Audrey Miller)
Audrey Miller will chair this group. The subcommittee will query the RDA for support of a motion that would reaffirm the RDA's support of development of infrastructure along the 4-lane and development of the Ridgeline property. The motion will also ask city council to make this the city's number one priority. If this motion is successful, the subcommittee will be tasked with providing monthly updates on the progress of the RDA's and city's efforts.
- 12) Update on weed eradication efforts with respect to areas treated, time expenditures and material costs (Bob Staats and Mark Gorman)
- 13) Standing Committee Updates
- 14) Election of Officers
- 15) Approve next meeting date of 17 August and adjourn

MEETING MINUTES
CITY OF RAVENSWOOD DEVELOPMENT AUTHORITY

DATE: June 15, 2004

PLACE: City Council Chambers

TIME: 6 p.m.

ATTENDING: Lucy Harbert, Bob Dittmar, Brenda Carr, Julie Gurtis, Kim Quillen, Mary Pat Glover, Mark Gorman, Sherry Gorman and Greg Matics.

VISITORS: Mayor Clair Roseberry and Bob Staats II.

The meeting was called to order by RDA President Mark Gorman. The minutes of the two previous meeting (April 19, 2004 and May 18, 2004) were approved. Lucy Harbert made the motion to approve the minutes. Mary Pat Glover seconded. The motion passed by a vote of 9-0 (Aye 8 Nay 0 Abstain 1.)

Lucy Harbert presented the Treasurer's Report with a beginning balance of \$13,445.66. Disbursements included a \$137.59 reimbursement to Mark Gorman and \$212.00 to Tyson Graphics for an ending balance of \$12,833.07. An invoice for \$550.00 from Tyson Graphics was presented by Gorman to Harbert. Mary Pat Glover made the motion to approve the report. Julie Gurtis seconded. The motion passed by a vote of 8-0 (Aye 8 Nay 0 Abstain 1.)

Mark Gorman requested a motion that the RDA purchase "Roundup" and an applicator to be used on sidewalk weeds in the town with the total cost not to exceed \$100.00. Lucy Harbert made the motion to purchase the Roundup and applicator. Julie Gurtis seconded. The motion passed by a vote of 8-0 (Aye 8 Nay 0 Abstain 1.)

Secretary Greg Matics presented copies of RDA attendance for the preceding 12 months to be certified and used to determine the quorum figure for 2004-2005 meetings. Members were to review the figures and make any corrections prior to the July 20 meeting when the figures will be officially certified and the quorum number finalized.

Julie Gurtis reported that she is hoping to hear an update on the RDA's tax exempt status soon and will report at the next meeting.

Mark Gorman suggested that the RDA declare the seats of members Bill Cole and Jeff Watkins vacant due to absence from RDA meetings of over 40 percent in the past calendar year.

Lucy Harbert made the motion to declare the two seats vacant. Mark Gorman seconded. Discussion: Julie Gurtis said she and other members have jobs that require travel. She said she has talked to Jeff Watkins and he indicates he is interested in continuing as a member. She further stated the RDA needs to keep experienced members if they are interested in helping. The motion passed by a vote of 9-0 (Aye 9 Nay 0 Abstain 0.)

Mark Gorman said he hopes everyone on the RDA board whose term is expiring (5 members-Debi Hunt, Bob Dittmar, Julie Gurtis, Lucy Harbert, Luke Schindler) would agree to serve again.

Bob Dittmar whose term is expiring stated he would like to be replaced on the RDA board.

A list of potential members was identified by the RDA for submission to Ravenswood City Council by Gorman. The candidates include Tara Corbin, Al Toothman, Wilma Brown Fourney, Gabby Keeler, Sally Carter, Ben Mize, Janie Moore, Bill Williams, Pam Wyant, Lee Corder, Dan Shumate, Pam Miller, Jim Parker, Linda Bailes, D.W. Bostic, Bob Lowe, Gene Watson, Bob Romeo, Mike DeLong and Alan Reynolds.

Mark Gorman recommended that the RDA amend its bylaws at the July meeting after a 30-day period (Article IX, Section 1) as follows:

The Secretary is tasked with tracking attendance to certify the quorum needed for voting and for removal of absentee board members. The Bylaws (Article 1, Section 5 and Article II, Section 1) specify that attendance is to be certified at the December and July meetings and that the "official attendance record of the board members in the prior six month period" be used to determine the attendance that shall constitute a quorum and absentee attendance that would justify removal. However, using this protocol, the Secretary is responsible for tracking attendance in the months of June, July, August, September, October and November (the six months preceding December) and January, February, March, April, May and June (the six months preceding July); thus, attendance for December meetings would never be tracked and attendance for June meetings would be double counted.

Gorman recommends that the references to July to amended to read "June."

Mark Gorman also notes that the Bylaws fail to define the months that are encompassed by its "fiscal" year.

Gorman recommends that Article 1 (General Provisions) be amended to include Section 6 which would define the fiscal year as the months July through June, and that the article specify that the terms of elected officers coincide with the fiscal year period.

Mark Gorman further notes an apparent conflict in the language of Article II, Section 1 (Regular Meetings). Members are required to attend 60 percent of the meetings during the "fiscal year"; however, the criteria for member removal based on absenteeism is to be attendance in a "calendar year."

Gorman recommends that the "calendar year" referenced be changed to "fiscal year."

A vote on the bylaw revision proposals will be conducted at the July meeting.

Gorman said the RDA still needs a new point of contact to replace Sam Hilton in dealing with the website. A website link with the Massillon Museum is forthcoming which will include the sharing of Henry Clay Fleming photographs of Ravenswood citizens from 100 years ago.

Gorman presented a signed contract with Tyson Graphics for continued website management from 30 May 2004 through 29 May 2005. He announced that a proposal for expanded business listings on the website has not been received from Tyson Graphics. Expanded business listings could generate revenue for the RDA.

Reading of the report from the Business Recruitment, Retention and Tourism Committee was tabled.

Kim Quillen, chairman of the Downtown Revitalization Committee, reported that she has a new banner idea which she will check out and report at the July meeting.

Quillen also discussed an idea for a downtown cleanup, power washing and weeding by volunteers with concessions sold by the RDA. The RDA felt the idea was good and Gorman told Quillen to explore it.

Quillen also reported that she is considering hosting a Jazz event in August or September at her property on Hemlock Road as a fund-raiser for RDA downtown revitalization efforts.

Lucy Harbert, chairman of the Recreation, Arts & Entertainment Committee, discussed the upcoming American Wind Symphony visit to Ravenswood and a possible RDA function during Oktoberfest 2004.

An election of officers for 2004-2005 was tabled until the July meeting.

The next meeting of the RDA was set for Tuesday, July 20, at 6 p.m. in Ravenswood City Council Chambers.

Lucy Harbert made a motion to adjourn. Brenda Carr seconded the motion. The motion passed by a vote of 8-0 (Aye 8 Nay 0 Abstain 1.)

MEETING MINUTES
CITY OF RAVENSWOOD DEVELOPMENT AUTHORITY
SPECIAL MEETING

DATE: June 25, 2004

PLACE: Curves Building

TIME: 6:30 p.m.

ATTENDING: Lucy Harbert, Brenda Carr, Kim Quillen, Mary Pat Glover, Mark Gorman, Sherry Gorman and Greg Matics.

A quorum being present, RDA President Mark Gorman called the meeting to order and explained the purpose of the special meeting was to consider redirecting Pool Project study funds to help with the fund-raising shortfall for the American Wind Symphony visit in an amount up to \$2,000.

Brenda Carr made the motion to redirect the funds to the Wind Symphony effort up to \$2,000. Sherry Gorman seconded the motion. The motion passed by a vote of 8-0* (Aye 8 Nay 0 Abstain 0.) *The vote included an aye vote by proxy from Audrey Miller. Bill Ritchie also supported the motion but his vote was not counted due to not having an official proxy.

Kim Quillen made a motion to adjourn. Sherry Gorman seconded the motion. The motion passed by a vote of 7-0 (Aye 7 Nay 0 Abstain 0.)