



Wednesday, July 11th, 2007

City of the Village of Douglas – Dutch Lodge

Meeting Called to Order: 8:40 a.m.

Chaired By: Lisa Lungaro Co-President - Recording Secretary: Marilyn Starring

Board Members Present: Angela Holmes, Lisa Lungaro, Kerry O'Donohue, Frank Rojek, Fred Schmidt, Marilyn Starring, Fred Weber,

Board Members Absent: Julie Abel, Scott Eilbes, Frank Rojek, Pat Lion,

Membership in Attendance: Kim Mannion @ Metropolitan Title, Marsha Burd @ Saugatuck Traders, Saugatuck/Douglas Green Market – SCA Green Market Manager/Allan McPhail @, David Biro-Bentley Suites, Jeff Mead –Coldwell Banker/DDA, Seth Getz-Business Mastery, Daniel Padnos @ JoJo's Americana Super Club Daniel Adams @ JoJo's Supper Club – Holly Hughes @ Commercial Record

Secretary's Minutes: Change June minutes to reflect Scott Eilbes was absent. Fred Weber made a motion accept. Kerry O'Donohue seconded. Motion Passed

Treasurer's Report: The Treasurer's report runs from November thru July 11th – we are currently 8 months into our budget – This month's expenditures primarily have to do with Music in the Park payments and donations. Income is \$5,400 at this point in time – almost all sponsors have paid. Expenses for Music in the Park total \$4,700. Nothing else is going on with the budget. Lisa Lungaro – Any expense on the information booth this spring? Kerry O'Donohue – No. Fred Weber made a motion to accept. Marilyn Starring seconded. Motion passed.

Allan McPhail introduced himself as the new manager of the Green Market at the SCA. The SCA would like the Green Market to be a venue to get people to the Saugatuck/Douglas area. Allan would like to establish a committee with community members, vendors and some SABA members to communicate and to make everything work. He would like to set up a meeting in the next couple weeks. He is looking for two SABA volunteers. There are 24 vendors, and the season is going well. Traffic has been pretty good. Vendors close around 1:30 p.m. There is an interesting dynamic to the Green Market - vendors ready to go at 8 a.m. and looking for business – it doesn't get busy until 10 a.m. until about noon and another spurt right after lunch. You can contact Allan thru the SCA office. Frank Rojek volunteered to sit on this committee.

COMMENTS BY AUDIENCE - Who's Fred? Fred Schmidt introduced himself.

OLD BUSINESS

MEMBERSHIP – No new members 208 are paid. There is one member not paid Saugatuck Coffee Company.

DRUG STORE WALL - Marilyn Starring will write Pete the Painter to commit to a date to paint the wall after Labor Day. Fred Schmidt put two brochure holders on the wall – he puts brochures in every morning.

BROCHURE/COMMUNITY MAP - Are we going to integrate the community map with the brochure? About 6 boxes left of the community map (about ½ of the community maps are gone). Community maps are physically stored at Macatawa Bank or call Fred Schmidt and he will drop off maps to you. Map is very popular and seems to have been received well. There were a few comments from some businesses that were not on the walking map or not on the map at all – we will deal with those when we go through our next printing.

Brochures were drop shipped to state. Marilyn Starring has the extra boxes of brochures at Star of Saugatuck – call before you come if you need some. Information booth goes through 3-4 boxes per week.

Drug Store wall has 48 advertising spaces and they have been all sold.

EVENTS COMMITTEE - Music in the Park – Our 3rd year and gone over extremely well – very well attended and excellent entertainment. Lisa Lungaro – We're going to do some face painting at this event - as well. Trying to make it a lot of fun for everyone.

SIDEWALK SALE - Marsha Burd – It will be the third Thursday of August. We are back to one day event and it's going to be from 9 a.m. to 6 p.m. Working at having entertainment like last year. Running typical ads – Participation is \$40 for members and \$70 for non-members letters going out in the next couple of weeks. Marsha needs to know who doesn't have an e-mail for Services and Non Profits. Fred Schmidt – there are about 40 non profits – only 44 that don't get e-mail out of whole membership. Fred will let Marsha know this information. One change that is being looked at is including Douglas in Sidewalk Sale. Kerry O'Donohue – Downtown merchants will decide if they want to participate a week from Thursday – also looking at offering a Taste of Douglas to make it a better event. Transporting people – working on a trolley going back and forth all day long between Douglas and Saugatuck. Advertising will begin shortly after that. Marilyn Starring said that Star of Saugatuck would pay for entertainment again if they don't have enough money. Kerry O'Donohue– how does it work for food vendors? \$40 for every member who participates – i.e. Kilwin's pays to participate. Fred Weber. in all fairness to Saugatuck restaurants we should notify Saugatuck restaurants what Douglas restaurants will be doing. Each restaurant will be setting up outside their restaurant in Douglas. Marsha will be attending the Douglas meeting.

Holly will give to editor and will get info in the Resorter. Press release two weeks prior to event.

INFORMATION BOOTH – Had no response to the request for volunteers. How can we help Mary get some additional volunteers? 857-2976 is Mary Schaf's phone number. Frank Rojek maybe thru the churches. Fred Schmidt - Sent to churches and school. Marilyn Starring suggested sending a request directly to the church to put in their bulletin. Mary has enough to cover the shifts but has no back up volunteers if someone can't be there. Info booth is an essential part of Saugatuck/Douglas community. Two shifts a day on Saturday and Sunday and holidays – Saturday 10 to 2 and 1 to 4 – a three hour shift – two people usually and they just sit in front of the info booth to answer questions. Kim Mannion would be willing to sign up for a calendar to volunteer – need more concrete info. Fred Schmidt will have Mary Schaf contact Kim Mannion and Fred Weber. Holly could put in the Happenings in Commercial Record. Fred Schmidt will have Mary give him a calendar to try to help determine when extra help is needed.

NEW BUSINESS

Restaurant Menus – Toni Trudell from Park House is looking for current menus from the restaurants – would be very helpful to have this information. Fred Schmidt will help facilitate this information. Good communication is essential. Frank Rojek– should go further and get to the shops as well – who has breakfast, their hours etc Fred Schmidt we could put on our web site if the restaurants have it on their web site. Frank Rojek – Mermaid did something like this a number of years ago. Fred Weber electronic format makes more sense to me. Lisa Lungaro – Do the info in a PDF file. Marsha Burd – So many variables how can we put a disclaimer in there to make it fair about food and pricing. Fred Schmidt – hours worked well with restaurants but not so good with shops.

Fred Schmidt – He will talk to Toni and then will determine what to do. Fred Schmidt - Info would be on SABA web site and put in a printable form. If you want to send your menu's to every B&B go ahead and do that – Fred Schmidt said he would be the facilitator.

HARBOR PLANNING COMMITTEE - Met late 2006 currently trying to regroup and decided what to do now. Nothing is happening at this point in time. Marilyn Starring constructed a letter to send to the Saugatuck, Douglas and Township Council. Harbor committee was formed to gather information and nothing is happening now with this information. Angela talked to Patty Birkholtz and would like to have her (Patty) become involved. Total expense to dredge from bridge to mouth is \$43 million. Frank Rojek made a motion to approve letter to send to local governments. Fred Weber second. Motion passed.

BOOKKEEPER - Kerry O'Donohue has put a job description for the bookkeeper – this position basically reconciles the checkbook every month. Pay is \$10 per hour and averages about 1 to 2 hours per month. Kim Mannion said she was interested in taking this on and doing it and did the balancing of the checkbook this last month with Kerry – took her an hour to do this. Lisa Lungaro felt we should send out e-mail blast for

position opening. Kerry asked as treasurer that he would like to have primary input. Lisa Lungaro - board would help make the decision on who was hired for this position. Would like to hire someone in the next two weeks. Kerry will get info to Fred to e-mail on this position.

NEW MEMBERSHIP FEE STRUCTURE - Next month

PARKING - Marilyn Starring checked with the city and they no longer offer the \$50 per day drawing for employees to ride the shuttle. The city attorney said it was a conflict of interest. Can SABA pay the incentive from our budget? Frank Rojek – the shuttle has been effective is getting people around town and helping with the parking issue. \$1500 for the season an approximate figure on what it costs to offer the employee incentive. Marilyn Starring will contact Sherri Giller to see how many days the shuttle runs. Fred Schmidt – There is a parking restriction on Butler and Culver Street and was brought to city council's attention. – It is being put on the city's September agenda. The Interurban should be included in this meeting.

COMMUNITY ISSUES FORUM – Several SABA members attended a DDA meeting – would like to see regular transportation between the two towns. Would like to see Douglas brochures in Saugatuck info booth - hold SABA meetings in Douglas - Actively continue working with DDA.

Marilyn had to leave for work – following minutes were taken by Fred Schmidt.

Fred Schmidt to get feed back from the Garden Club on how the watering of the flower pots in front of the stores is going.

There is a meeting at Saugatuck City Hall at 4 p.m. on Thursday, July 29th on the Human Rights Resolution. Frank will draft an e-mail for Fred Schmidt to send to the members.

Invite Mary Schaf, Information Booth Volunteer Coordinator, to the September meeting to discuss ideas on how to increase the volunteer base.

The next SABA meeting will be on Wednesday, August 1, 2007 at 8:30 a.m. Saugatuck City Hall. The September meeting will be Wednesday, September 12th at 5:30 p.m. at Douglas City Hall, Dutcher Lodge. This is a change in date, time and venue.

There were several complaints from merchants that the city parking lot on Culver Street was unavailable for four days while it was being prepared and used for the SCA benefit. Discussions will be held with the city and SCA to ensure this does not occur again next year.

Frank Rojek volunteered to be a member of the SCA Green Market Committee – need one more additional volunteer from SABA for this committee.

Meeting adjourned at 10:20 a.m.