

**Approved Minutes
Village of Manchester
Downtown Development Authority
Regular Meeting
May 25, 2005
5:30 p.m. Village Hall**

Members Present: Bill Chizmar, Chris Fegan, Susan Fielder, Karen Hinkley, Ron Milkey, Karl Racenis, and Bob Wahr

Members Absent: Stephanie Beuerle and Pat Vaillencourt

Meeting was called to order at 5:40 by Karl Racenis, Chairman

The agenda was reviewed; Bob Wahr moved, Bill Chizmar seconded, all approved to accept.

The minutes from the May 10th, 2005 meeting were approved.

Old Business

Bylaws:

- V4 of the draft Bylaws were reviewed, more recent changes had been bolded.
- Several topics were discussed.
- It was recommended that Article IV, Section 5 be expanded to include the text of Paragraph VI of the Village Purchasing Policy - replacing "Village Council" with "Board" and "Village Clerk" with "Treasurer".
- Ron Milkey moved, Karen Hinkley seconded the Bylaws be approved as amended.
- Roll call vote: Chizmar, yes; Fegan, yes; Fielder, yes; Hinkley, yes; Milkey, yes; Wahr, yes; Racenis, yes.
- Karl will type the recommended changes and distribute to all members via email.
- Members will have until Wednesday, June 1st to review and offer additional comments.
- Karl will send the draft Bylaws to the Village Clerk on June 2nd for approval at the June 6th Village Council meeting.

Duties, Responsibilities and Powers:

- Members discussed a variety of topics.

Meeting Schedule:

- A permanent meeting time was not identified.
- The next meeting will be Monday, June 13th at 8:30 am in the Village Hall.

New Business

Thursday Evening Gazebo Concert Promotion:

- Options discussed included newspaper ads, distribution of flyers and extend retail hours.
- Available time and financial resources limit options. The first concert is 6/16.
- Flyer developed by Karl Racenis was endorsed, if distribution can be facilitated

Reports

Village Administration: not presented at this time

Chairman: not presented at this time

Adjournment:

Motion to adjourn at 7:15 p.m. All approved.

Respectfully submitted,
Susan Fielder