

**Port Washington  
Business Improvement District  
Board of Directors Meeting  
City Hall  
August 11, 2017**

Vice President Brian Barber called the meeting to order at 7:35 a.m.

Present were: board members Laura Burke, Jim Langford, Brian Barber, Angela Sikowski, Sharon Waranka, Heather Peter, John Reichert and Bill Schanen; Main Street President Wayne Chrusciel; Main Street Executive Director Maureen McCourt Boylan; Main Street Vice President Jim Neulreich; and City Administrator Mark Grams.

Boylan reported on: Main Street's efforts to develop sponsorship for all of the organization's events; the imminent publication of Main Street's electronic newsletter; and plans for the state Main Street organization to hold its media day in Port Washington, which would include a visit by the state's lieutenant governor and a program tying in with the grand opening of Chocolate Chisel's new ice cream-making operation.

Chrusciel reported that: he will be stepping down as Main Street president in November; a Main Street volunteer solicitation effort is underway; Langford has joined the Main Street board of directors; Neulreich is in the process of upgrading the Main Street website.

Treasurer Sikowski distributed financial documents to the board, including a treasurer's report showing a current bank balance of \$36,179.

A motion by Schanen, seconded by Sikowski, to transfer the remaining \$25,000 in 2017 funding to Main Street was approved by a unanimous vote.

After a discussion concerning the disposition of Business Improvement District records dating to the organization's founding in the 1990s, the board agreed to determine what are the legal requirements for retaining records before deciding whether to discard, digitize or store paper copies of records.

Barber announced that would like to retire as board president and invited candidates to succeed him to step forward. There were no volunteers.

Schanen pointed out that with Mayor Tom Mlada's appointment of Alderman Doug Biggs to the BID board, it is the first time in the history of the organization that the city's representative on the BID board is not the alderman representing the district in which the BID is located. Several board members said it would be more appropriate to have the alderman whose constituents include downtown business and property owners as the city's BID representative. Schanen said he would seek clarification from the mayor about the appointment

It was agreed that the next meeting will be held on September 22.

The meeting adjourned at 8:20 a.m.

*Submitted by Bill Schanen, secretary*

