



EPABID Board Meeting

February 13, 2024

All Remote due to inclement weather

Present: Rebecca O’Leary, Michael Giangjordano, Marlo Dilks, Nancy Melchiore, Pete Spina, Amanda Rucker, Michelle Gillen-Doobrajh, Capri Dessecker, Adam Geer, Alex Balloon of PARC (guest), Philip Green of Commerce (guest), Ann Lastuvka (staff), Olivia Fredricks (staff). Minutes taken by Elaine Johnson

Approval of Minutes: Nancy, Pete

Approval of Financials: Pete, Marlo

Questions:

- a. Mary Collins – prior year expense – help with QuickBooks.
- b. Fidelity Graphics – gateway sign, marketing for Music Fest/Holidays

Michael just completed his Board Training course.

1. Finance Summary:

	Checking	Savings	TOTAL
Starting Balance (01/01/24)	\$ 86,259.02	\$ 26,088.53	\$ 112,347.55
Cash In	\$ 45,599.26	\$ 25.34	\$ 45,624.60
Cash Out	\$ 44,293.42	\$ -	\$ 44,293.42
Net Cash	\$ 1,305.84	\$ 25.34	\$ 1,331.18
Ending Balance (01/31/24)	\$ 87,564.86	\$ 26,113.87	\$ 113,678.73

2. Reauthorization updates ROL + Ann

- a. [Annual Meeting](#) - March 4th via Zoom. Jack McGovern to go over Financial Audit. Strategic Plan to be informed by information collected by survey.
- b. [Needs Assessment](#) Survey is live! To be sent in a straightforward email, general email through newsletter platform (working with Mailchimp transition), and a post in Passyunk Shops private Facebook group.

- i. Regarding emails – Rebecca should be the only one with access to Director@ email box for confidentiality. Rebecca should forward to info@ (Ann) and admin@ (Olivia) as necessary.
- ii. Rebecca is in boardofdirectors@ listserv
- c. [WEBSITE](#) updates associated with Reauthorization – to include ordinance, updated bylaws and 990s for transparency.
- d. Philip notes schedule and survey look great.
- e. Only property owners can object.
- f. Most reauthorizations have only 1 – 5 objections.
- g. Meeting to be recorded and posted to website.
- h. Insomnia cookies want to be part of the BID.
- i. Philip recommends adding Fleet building for anticipated development.
- j. Rebecca to meet with Constitution Health to negotiate a new rate.

3. Bylaws for review

- a. [Suggested Bylaw Revisions](#) from consultant Donna Harris and Karen Wolfe Esq. (Commons Law), referred by Michael and Alex Balloon
- b. Suggested revisions include:
 - i. Term Limits – Philip notes that Board Limits are not uncommon. Brings fresh ideas, inclusivity, makes space.
 - ii. Remove Board Representative
 - iii. Add wording that Councilman must choose a representative from his own office.
 - iv. Board Elections/Nominations held at Annual Meeting by secret ballot. Need quorum to certify vote.
- c. Donna can come on February 21st to answer questions.
- d. Recommend broker to come in and talk about indemnification.

4. Proposed Assessment Calculations + First round presentation

- a. Proposal to switch to Budget-based assessment.
- b. Philip notes we have the 2nd lowest assessment revenue in the city.
- c. Discussion of minimum assessment 365/500. 20% of our ratepayers currently pay less than 365.

5. Executive Summary

- a. **Upcoming Events**
 - i. [Restaurant Week Feb 26 – Mar 8](#) (Draft – NOT final poster design). Kory has many things lined up.
 - ii. Officer Drummond to speak at next meeting regarding retail theft.
 - iii. Women Mean Business - March 26 + 28. Karen Gross / She Rocked It panel discussion at SHDA.

- iv. Flavors - April 28th
 - 1. Street closure permit filed.
 - 2. Beyerly secured.
 - 3. Graphics to be completed early.
- v. Security Camera Install – 1 at every intersection. Many at fountain. United Savings declined. Dan at Omega is our contact.
- vi. New Businesses/Opening/Closings Etc updates
 - 1. 1704 EPA - Illexotics last day 2/11. Rent approx \$4100
 - 2. 1916 EPA - 1750 sq ft \$23/sq ft/yr = approx \$3400
 - 3. 1523 EPA - TBD
 - 4. A Man's Image - TBD

6. Additional Comments: Amanda requests more defined roles for staff. Rebecca to send to Board.

Adjourned 11:18. Nancy, Capri