

# Potterville DDA Board Agenda

Monday, January 14, 2019 @ 6:30 p.m. – Potterville City Hall, 319 N. Nelson Street

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- 1. Call the Meeting to Order:**
- 2. Pledge of Allegiance:**
- 3. Roll Call:** Joe French \_\_\_\_, Rodney Ross \_\_\_\_, Library \_\_\_\_, Schools \_\_\_\_, Alro Steel \_\_\_\_, Linda Edgar \_\_\_\_, Citizens LLC \_\_\_\_, Vacant \_\_\_\_, Vacant \_\_\_\_, Bob Nichols-Dir. \_\_\_\_, Secretary \_\_\_\_
- 4. Agenda Approval:**
- 5. Approval of Minutes:**
  - a. Minutes from meeting December 10, 2018
- 6. Approval of Bank Reconciliation:**
  - a. Director will provide monthly bank reconciliations beginning next month subsequent to board approval of director access to bank statements.
- 7. Approval of Bills:**
  - a. Sheldon Accounting
  - b. Director – Bob Nichols
  - c. Secretary - vacant
  - d. Other bills:
- 8. Public Comment – Items on the Agenda:**
- 9. Old Business:**
  - a. Williams and Works Invoice – M-100 Boardwalk
- 10. New Business:**
  - a. Approval of 2019 meeting schedule
  - b. Sign bank documents – Director has docs from bank:
    - i. Approve check signers and issuers
  - c. Appoint Secretary
  - d. Safe/Lockbox
  - e. Fire Dept. Request – Scott 30 minute carbon cylinder 2216 psi (DDA or TIFA?)
- 11. Public Comment – Items Not on the Agenda**
- 12. Next Meeting:** Monday, February 11, 2018 at 6:30 p.m.
- 13. Administrative Report:**
- 14. Excuse absent Members:**
- 15. Motion to Adjourn:**

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