

# Potterville Downtown Development Authority (DDA) Minutes

December 12, 2018 at 6:30 p.m.

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Meeting was called to order by Kirvan at 6:30 p.m.

Pledge of Allegiance was recited by all.

**Roll Call: Present:** Ross, French, Twichell, Kirvan

**Absent:** Alro Steel, Potterville School, Citizens Elevator, Linda from Saturday Shop

**Approval of Agenda:** Member French moved to hire Bob Nichols as Director of the DDA for \$250/meeting. Supported by Member Ross. Roll Call Vote: Ross, yes; French, yes; Twichell, yes; Kirvan, yes. Motion carried.

**Approval of Minutes:** None to approve

**Approval of Bills:** None

**Public Input/Directors Report:** None

**Old Business:** The DDA agreed to pay Mr. Sheldon for repairs to the photography studio. We have receipts and Mr. Nichols will report at the next meeting.

**New Business:** None

**Next Meeting:** DDA needs to see all it's bills and to that end request that the acting City Manager attend the January meeting.

**Excuse absent Members:** Member Ross moved to excuse absent members. Supported by Member French. Motion carried.

**Adjourn:** Member Ross moved to adjourn. Supported by Member French. Motion carried.

Meeting adjourned at 7:00 pm

Respectfully Submitted,

Carol Kirvan, Acting Secretary