

Sparta Downtown Development Authority
MEETING MINUTES
AUGUST 14, 2018
194 E. DIVISION STREET, SPARTA, MI 49345

Meeting called to order at 7:45 am by Cheslek.

Members present: Cheslek, Lamb, Freeland, Dougan, Potes, Jacobsen, Baker, Brown, Potter

Members Absent: Shangle

Also Present: Morse, Suchy

Motion by Freeland, second by Brown to approve the Minutes of the July 10, 2018. All Approved.

Motion by Dougan, second by Freeland to approve the Finance report. All Approved.

Public Comment - None

Unfinished Business

- A. Office policy draft 1 was discussed with feedback to include language that a time sheet may be required for all salaried employees.

New Business

- A. Discussion that if the Chamber needed assistance with the process of employment, the DDA would be able to communicate those needs to the DDA.

Executive Session None.

Business Director Report –

Public Comment/ Announcements

Being no further business, the meeting was adjourned by executive privilege at 8:21 am. Respectfully
Submitted by Elizabeth Morse