

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
Executive Committee Meeting
Wednesday, March 3, 2021

Place: Virtual Meeting: Zoom link: <https://us02web.zoom.us/j/87493999356>
Phone: 877-853-5257 Meeting ID: 874 9399 9356 Passcode: 965797

Time: 11:00 am

Present: Tyler Kinley, Marie Klopff, Jessica A.S. Letaw, Darren McKinnon, Maura Thomson (ex officio)

Absent: None

Staff: Sara McCallum, Kelley Graves

Public: None.

Virtual Guidelines: Ms. Letaw read the guidelines for holding electronic meetings.

DDA Bylaws/Conflict of Interest(COI): Ms. Thomson reviewed proposed changes to the COI section of the DDA Bylaws. The document will be distributed to the EC for review and feedback for discussion at the April EC meeting. A recommendation to amend the Bylaws with updated COI language will be brought to the Board for a vote in April or May.

Executive Director Search: Ms. McCallum said staff is reviewing drafts of the advertisement, brochure and job description provided by GovHR to ensure they are consistent with the DDA's mission, development plan, and state statute. She informed GovHR that the review will take until the first week of April due to staff capacity at this time and to allow the Committee time to review and discuss the documents at its April 7th meeting. This shifts the overall timeline by one month to the end of June.

Agenda Review: The Committee reviewed the March board meeting agenda. Mr. McKinnon will request an amendment to the agenda, postponing the vote on the go!Pass funding request resolution. Operations Committee will discuss the funding request at its March 31st meeting and bring the resolution the April board meeting.

Public Comment: None.

Adjournment: There being no other business, the meeting adjourned at 11:35 am.

Respectfully submitted,
Maura Thomson, Interim Executive Director