

# Minutes of the Old City District Board of Directors Meeting

Wednesday, September 23, 2020 4:00 pm

Via Zoom

**In Attendance:** Adam Teterus, Donal McCoy, Lynn Haskin, Dick Goldberg, Patrick Shillenn, Timothy Snowden, Jennifer Nagle, Mary Hummel, Jonathan Dubrow, Danielle DelRe, Ashley Peel, Gosia Primavera, Kathryn Bittner, Valerie Lyons, Betsy Oliphant Ross, Donn Clendenon, Josh Grimes (counsel)

**Absent:** Carlo Sena

**Staff:** Job Itzkowitz, Brett Mapp, Kate McGlinchey, Gabriella Sacidor

**Guests:** Joe Schiavo, Leslie Obleschuk, Maria Roberts, Alex Balloon, George Pomerantz, Mike Jones

**Call to Order:** J. Nagle called the meeting to order at 4:05pm

## **Administrative Note:**

- Due to the COVID-19 crisis, the Board meeting is being held virtually via Zoom. J. Itzkowitz advised that the meeting would be recorded and posted to the OCD website.

## **Minutes:**

- The previous meeting's board meeting minutes were distributed via email.
- L. Haskin made a motion to approve the previous meeting's minutes. 2<sup>nd</sup>/D. McCoy. All in favor; approved.

## **Chair's Report:** J. Nagle

- J. Nagle provided an overview of the District's current work, including website development, street cleaning bid proposals, and the 2nd Street dining closure.

## **Special Business**

- George Pomerantz and Mike Jones presented an overview of findings from OCD's audit.
- D. Goldberg made a motion to approve the auditors' report as drafted. 2nd/P. Shillenn. All in favor; approved.

## **Executive Director's Report:** J. Itzkowitz

- OCD has started to look at other office spaces in Old City and is working with the current landlord on its existing lease.
- Meetings:
  - The Philadelphia BID Alliance continues regular meetings.
  - DRWC selected the Durst Organization to develop Penn's Landing. J. Itzkowitz has had several phone calls about the plan, and J. Itzkowitz & K. McGlinchey attended the DRWC board meeting for the selection.

Minutes prepared by K. McGlinchey  
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- J. Itzkowitz & K. McGlinchey met with My Solomon, a data management tool and CRM for BIDs.
- Staff updates:
  - B. Mapp completed the audit and will begin to collect data for 2021 invoices.
  - G. Sacidor is continuing regular communications with businesses, is working on the website redesign process, and is beginning holiday work and related PR.
  - K. McGlinchey completed a memo on cold weather outdoor dining on behalf of the BID Alliance which was submitted to the City, and is updating OCD's retail inventory.
- New businesses:
  - Viva Pizza opened on the 200 block of Chestnut.
  - Penzey's Spices is opening at 235 Market Street.
  - Angelo's Pizza is opening at 229 Market Street.
  - Mere Argyris opened at 15 N 2nd Street.
  - Tourist attractions are reopening.
- Upcoming dates:
  - The next Board of Directors meeting is October 21, 2020 at 4pm.
  - The holiday schedule will be circulated once it is confirmed.

## **Treasurer's Report:** T. Snowden

- T. Snowden provided an overview of OCD's finances and assessment collection.

## **Committee Reports**

### **Marketing:** P. Shillenn

- OCD continues to provide updates, resources, and funding opportunities to businesses via the B2B newsletter, direct email, and social media.
- In August, OCD partnered with Google to host webinars for Old City business owners.
- The committee is planning for Small Business Saturday and holiday promotions.
- The committee is putting together a plan to use vacant storefronts as public art spaces.
- P. Shillenn requested a Board vote to approve the budget for a website redesign contract.
- L. Haskin made a motion to approve the budget for the website redesign. 2nd/A. Teterus. All in favor; approved.

### **Clean and Safe:** T. Snowden

- The committee interviewed two potential companies for the Old City cleaning contract starting in January 2021, and is considering both options

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## **Economic Development:** D. Goldberg

- The committee approved a draft budget for 2021.
- OCD is working with the BID Alliance to help restaurants adapt outdoor dining setups for colder weather. The BID Alliance submitted a memo to the city summarizing options for winter outdoor dining, and hopes to meet with the city to discuss these options.
- Staff will update the OCD storefront inventory to check in and see how COVID has impacted the neighborhood's vacancy rate.
- Old City Green has proposed that OCD or the Old City Community Fund take over a maintenance agreement of Firehouse Park in order to ensure continuity of operations in the space. Joe Schiavo overviewed the plan for the Board, which agreed to move forward with looking into a maintenance agreement.

## **Board Development:** A. Teterus

- The Committee of the Whole hearing on board resolutions is still postponed indefinitely.
- Mary Hummel is resigning from the Board, due to plans to move out of Philadelphia. A. Teterus thanked her for her service on the Board.
- A. Teterus introduced a resolution recognizing and thanking Mary Hummel for her years of service on the Board of Directors. 2nd/L.Haskin. All in favor; approved.

**Old Business:** None

**New Business:** None

**Public Comment:** None

## **Adjournment:**

- D. Goldberg moved to adjourn the meeting. 2<sup>nd</sup>/P. Shillenn. All in favor; approved. The meeting adjourned at 4:58pm.

**The next meeting will be held Wednesday, October 21, 2020 at 4:00pm, via Zoom.**