



Promotions Meeting Minutes

Thursday, January 18, 2024 at 9:00 AM
Virtual Meeting

1. **Call to Order** 9:10 a.m.

Attendees: Daniel Sugg, Pamela Perkins, Mark Reitenga

Staff: Susie Stec, Brittany Dorsey

2. **Old Business**

A. 44 Burrito Ribbon Cutting

Discussed the success of the 44 Burrito January 5, 2024 grand opening.

B. Panera Bread Ribbon Cutting

Discussed the success of the Panera Bread January 12, 2024 ribbon cutting. [OBJ]

3. **New Business**

A. New City Administrator

Stec informed committee a new City Administrator started at the beginning of the month.

B. DDA eNewsletter

Committee members gave suggestions for the DDA eNewsletter such as including more photos.

C. DDA Website

DDA Director and Manager are scheduled to have a follow up meeting on January 26, 2024, with Munibit representative Ree to discuss finalizing DDA website. Committee members will have an opportunity to provide feedback next month.

D. Time Management Workshop

Stec provided an overview of the 2024 workshop partnership with Oak Park & Southfield, and the planned topics. Committee was asked for recommended Time Management speakers.

E. DDA Swag

Committee discussed needing to purchase new swag. Asked staff to determine a budget and provide a list of suggested items for the next meeting.

F. Southfield Road Construction

Committee was informed of the updated project schedule for the upcoming road work on Southfield Road

G. Other Items

None

4. **Adjourned** 10:00 a.m.