

GREEKTOWN SSA#16
APRIL 23, 2024 MEETING MINUTES - FINAL

Commissioners Attending

Frank J. Caputo, (FC)
Lorraine Rieff-Liakouras, (LL)
Eve Moran, (EM)
Maria Tsourapas, (MT)

Others Attending

Rod Burch, (RB), Exec. Director WCA
Tia Angelos, (TA), Program Director
Dean T. Maragos, (DTM), Advisor
Elizabeth Neukirch
Noreen Heron
James Delahunt

Commissioners Absent

Anastasia Makridakis
Tom Paspalas
Constantine Vitogiannis

I. Call to Order, Roll Call – The meeting was called to order at 1:05 p.m. A quorum was present.

II. Community Participation – There was no community participation.

III. Review and Vote on Approval of SSA #16 March 19, 2024 Meeting Minutes – The meeting minutes were approved with adjustments made by EM. There was a motion made by FC and seconded by MT to approve the March 19, 2024 Meeting Minutes as amended. The motion passed unanimously.

IV. New Business

- A. **PR RFP Proposals** – The Noreen Heron team addressed the SSA on the Heron Agency qualifications for doing the Public Relations for the SSA. Elizabeth Neukirch also addressed the SSA on her qualifications to do the Public Relations for the SSA. After much discussion, there was a motion by FC and seconded by EM to hire Elizabeth Neukirch as the Public Relations agency for the SSA #16.
- B. **Garmat Renewal Contract** – There was some discussion on the Garmat Renewal Contract. There was a motion by FC and seconded by MT to accept the contract. The motion passed unanimously.
- C. **Bookkeeper Contract** – There was a discussion of the Bookkeeper Contract prepared and presented to the SSA by James Delahunt. There was a motion by FC and seconded by EM to approve Mr. Delahunt's contract. The motion passed unanimously. The contract will commence on May 1, 2024.
- D. **Audit 2023** – The Audit 2023 was presented by the independent contractor who issued an unqualified opinion. RB pointed out that there was an unusual amount of challenges last year, but this year's rate was normal. There was a motion by EM and seconded by FC to approve the 2023 Audit Report. The motion passed unanimously.
- E. **Q1 2024 Performance Report** – There was a motion by EM and seconded by LL to defer this report until the next SSA meeting. The motion passed unanimously.

- F. Annual Report Proposal - There was a motion by FC and seconded by LL to defer this report until the next SSA meeting. The motion passed unanimously.
- G. Financial Submittal Process - There was a motion by FC and seconded by EM to defer this matter until the next SSA meeting. The motion passed unanimously.

V. Reports & Updates

- A. Chairman Report – FC stated that we must decorate Greektown to prepare for the Democratic Convention as soon as possible. We should also tell the merchants to do individual decorations. The Commissioners agreed we must establish a budget for all the decorations.
- B. Art Chair Report – EM reported that the artists are getting the sculptures as of April 24, 2024. The completion date and installation must be May 30, 2024. There will be a Grand Opening scheduled for Greektown and these will be part of it. EM also suggested that we look at toy owls in commemoration of the Goddess Athena.
- C. Program Manager/Sole Service Provider Report – There was no Program Manager report.
- D. Security Committee Report – There was no Security Committee report.

VI. Adjournment – At 2:45 p.m., there was a motion by EM and seconded by FC to adjourn the meeting. The motion passed unanimously. The next SSA #16 Commissioner meeting is on May 21, 2024.