

Board Meeting Minutes
Tuesday, October 7, 2025 | 4:30–6:00 PM
101 E Herman St., Miami Township Conference Room

Present: Brian Housh (Vice President), Marilan Moir (Treasurer), Joanne Lakomski, Lisa Abel, Michael Slaughter, Marilan Moir

Excused Members: Kevin McGruder (Secretary)

Unexcused Members: Trish Gustafson, Rebecca Potter, Steve Wirrig, Jane Fernandes, Terri Holden

Ex-Officio Present: Johnnie Burns, Jeannamarie Cox, Phillip O'Rourke

Staff present: Meg Leatherman, Aaron Arellano

1. Call to Order / Agenda Review & Approval

Brian called the meeting to order at 4:31pm. Brian motioned to add a new agenda item after agenda item “Property Purchase Update” to discuss board attendance and membership, seconded by Michael Slaughter.

2. Elect President

Brian Housh announced Will Foster’s resignation as president due to work conflicts. A letter of resignation was provided to Director. Brian opened discussion of replacement and nominated Michael Slaughter as President. Joanne seconded and opened the floor for Michael. Michael said he was happy to accept and wants to help move the Village forward. A vote was called for Michael Slaughter to be President, unanimously approved.

3. Treasurer’s Report

Marilan reported on financial position. This documentation was not included in packet because of time spent working with State Auditor. Auditor performed a “Basic” audit and Marilan worked to provide all required documentation.

Marilan mentioned uncertainty about who YSDC’s official record retention officer was and thought she read a YSDC policy that said that it was the Village. Lisa clarified that it has historically been the executive director or secretary and that the bylaws allude to this. It was agreed that the Bylaws and records retention policy should be reviewed and updated to clearly indicate this responsibility.

Jeannamarie made a motion to authorize the payment of \$404.30 for the state audit. Lisa second, all in favor.

4. Consent Agenda

Motion: ___ moved, ___ seconded adopting the following:

- a. To accept the Treasurer’s report as presented at today’s meeting
- b. To accept the minutes of YSDC September 9, 2025, meeting

Brian moved to approve consent agenda with no changes, Lisa provided a second, unanimously approved.

5. **Property Purchase Update**

Lisa informed the board that the purchase agreement had not been signed yet, and that she has been working with attorney representing YSDC and seller. The purchase agreement had not been signed by seller yet and there was discussion regarding the delay of the signing.

Brian questioned whether the purchase of property details were public information since we were talking about it in an open meeting. There was discussion around when items should be in executive session. Board and staff agreed that moving forward all agenda items related to purchase of property when negotiations were ongoing should be defaulted to executive session status unless determined otherwise by the Board.

*****ADDED AGENDA ITEM **Attending Meetings and Membership**

Board members expressed concerns around lack of consistent attendance from members and its impact on stabilizing and refining YSDC's role in the community. Meg provided what was in the Bylaws which state that after three unexcused absences board members can be removed and that whether or not an absence is excused is voted on by the Board. There was discussion on what is considered unexcused. It is primarily dependent on whether or not the Board member informed someone of their absence.

There was discussion on whether or not to send a letter to the entities that appointed Steve Wirrig and Trish Gustafson since they have had more than three absences. Steve Wirrig was appointed by the Township. Trish was appointed by Council and Brian committed to looking for a replacement. All Board members agreed to send letters regarding their absences and the need for a replacement-Per Brian there is a template letter since we have done this before.

Phillip mentioned the need to clarify what was considered an excused absence. Joann and Brian committed to crafting a document that clarifies the expectations.

6. **Director's Report**

Meg wanted the Board to consider the three initiatives led by Will Foster to be re-considered in light of his resignation. The three initiatives were 1-Marking/branding/messaging 2- Bringing business pathway and 3- Fall Event. The Board agreed to discontinue work on the Marketing and Branding component but continues to work on messaging, specifically with respect to updating our existing pamphlet and website. The Board agreed to postpone the fall event and potentially work towards having one in May of 2026.

Aaron provided overview of Business Walk Village is organizing with BusinessFirst! on Oct16th 1:30-4:30pm. Intent to connect with businesses, thank them for being located in YS, get input on ways to improve, and connect them with resources they may be unaware of. Aaron requested

YSDC members participate in the event and will send a link to sign up after the meeting. Joanne suggested having this advertised in the YS News so that everyone is aware when they see groups of people walking around.

7. Partner Update

On behalf of Chamber of Commerce, Phillip announced new businesses: YS Vape and Smoke, Tessarect Books, and Elysium Massage, no updates from Community Foundation, per Jeannamarie and Joanne. On behalf of Miami Township, Marilan mentioned how well the new Fire Chief is operating the department. On behalf of the Village, Johnnie asked for letters of support for Short St. closure, which is set for discussion at Council on Oct 20th, Village is working on budget, Brian mentioned survey for Active Transportation Plan update.

8. Adjournment

Lisa asked Meg to poll board members to see if they are ok with holding the next board meeting on Nov 4th since it is election day

Brian motioned to adjourn, Michael 2nd, all in favor at 6:11pm.