

Lark Street Business Improvement District
Board Meeting Minutes
August 2, 2025

Board Members Present: Erica Scheer, Patrick Noonan, Daniel Odabashian, Chris Burke, Susan Pedo, Rich Conti, Elissa Halloran, Leigh Jagareski, Daniel Fitzgerald, Mark Brogna, Daniel Woycik

- I. Welcome and Introductions** – Patrick welcomed everyone to the meeting and the board members introduced themselves.
- II. Confirmation of Quorum** – Quorum was achieved.
- III. Opening Statement, Announcements & Commentary** – The BID has a permit to host Art on Lark on September 20th. Patrick outlined the challenges of organizing events, stressing the necessity of a committee approach and the importance of not overspending. He mentioned existing permits for a Halloween event and suggested a focus on promoting local businesses rather than large-scale gatherings. Noonan also acknowledged the need for patience among public sentiment as the BID moves forward with planning the event for the first time in a long time.
- IV. General By-Law Discussion** - Dan O. addressed the organization's bylaws, stating they are satisfactory and suggesting that no changes are necessary at this time. He proposed that the focus should be on rebuilding the organizational structure and filling committee positions before revisiting the bylaws. Odabashian also mentioned the importance of participation of the board and how the current bylaw structure may impact member interest.
- V. Elections**
 - a. Nominations** - Patrick expressed his intention to step back from the position of chair, citing personal time constraints. He facilitated the nomination process, where Chris Burke was nominated for Chair, Dan Fitzgerald for Vice Chair, Dan Odabashian for Treasurer, and Erica Scheer for Secretary. All nominees accepted their nominations, and the proposed slate was adopted with unanimous support.
Motion: Adopt Slate (Mark, Elissa, all in favor)
- VI. New Chair Statement** – Chris Burke expressed his commitment to the organization, the need to get “back to basics” and highlighted the need for greater business participation. He observed that many owners were enthusiastic about the organization's direction after the annual meeting. Burke proposed that members work together to revitalize the organization without hiring additional staff, focusing instead on grassroots efforts.
- VII. Organizational Status** – The status of the organization is currently up in the air with several debts to be addressed as well as finding grant monies available but not pursued by the last Executive Director.
 - a. Staffing** – The board is holding off on hiring any staff currently and is working to officially separate from the former Executive Director.

b. Space – Dan Odabashian addressed the lease situation for the office, mentioning that they may need to vacate by the end of September and the importance of having a physical presence on the street. The group discussed the need to clarify their legal obligations regarding the lease and to pay past-due rent.

c. Pending Items – Several debts must be paid to the street cleaner as well as the landlord. We also have to find grant monies that have been awarded but are not currently in our possession. Mark highlighted the significance of street cleaning and proposed exploring a contract with a private company that the downtown area uses. He noted the possibility of using unspent funds for this initiative and mentioned plans for a volunteer day to enhance street cleanliness. He also suggested employing individuals seeking work, particularly those who have experienced homelessness, to assist in these efforts.

d. Current Financials & Current Budget – Dan O. is working with Darius, the former Treasurer, to bring up-to-date the BID's finances. The budget will be determined once the financials have been settled.

VIII. Budget Plan – No budget plan was discussed. The finances have to be cleared first.

IX. Event Plan

a. Committee – Regarding Art on Lark on September 20th, Chris proposed a scaled-back approach to ensure a successful gathering while adhering to city requirements. The discussion included considerations for vendor management and logistics regarding street closures

X. Next Steps – Elissa to contact Tammy to begin setting up for Art on Lark. Dan O. and Darius to work towards making funds available to help with the event. It was suggested to combine events with Lark Out Loud as a way to alleviate some of the pressure on the BID to put on the entire event.

XI. Public Safety & Communication

a. Committee – The board discussed connecting with other BID organizations to determine their roles in public safety as we figure out our own place in the matter. Chris B. noted the importance of increasing member communication and activity via email blasts, social media and networking events. It was suggested to possibly have a public safety networking event where members of the BID can demonstrate their concerns to help us plan solutions.

XII. New Business – Dan O. notified the board the BID has been approved for grant funded services through the New York Council of Nonprofits. A consultant has been in touch and to assist the BID with board development and possibly some strategic planning. Dan O. is working with NYCON Consultant, Kate McNally, to establish a plan.

XIII. Meeting Schedule – The meeting schedule was not discussed.

XIV. Public Comment – There was no public comment.

XV. Executive Session – The board did not go into Executive Session.

XVI. Adjournment – The meeting was adjourned. No motion was made.

Recorder,

A handwritten signature in black ink, appearing to read 'Erica Scheer', with a long horizontal stroke extending to the right from the end of the signature.

Erica Scheer
Secretary of the Board