



NMDA Executive Committee Meeting Minutes

January 25, 2022 - 5:00pm; BP Conference Room or Google Meet Video Call

Attending: George Kauffman, Rick Grady, Adrienne Keves, Melissa, David Babner, Ken C. Paul, Nic Crum, Rick Harrison Wolfe, Peggy Outcalt, Molly Harris, & Meghan Brouillette

1. Welcome: 5:00pm
2. Director Reports
 - a. **Facility/Operations, Downtown**
 - i. **Peggy:** Downtown operations are running smoothly. Minor repairs.
 - b. **Facility/Operations, Bridge Park**
 - i. **Molly:** Bridge Park is nearing full capacity with new merchants opening every month. Still ongoing issues with the cleaning company. Negotiating new prices to lower the amount.
 - c. **Communications/Marketing/Events:**
 - i. **Meghan:** Plans are moving forward to start planning a Gala event for both downtown and BP during the spring and summer months.
3. **December 2021 Financials + 2022 Budgets**
 - a. **Adrienne:** The financials are solid. The Bridge Park budget is a concern to try and lower the expenses. Active conversations with the cleaning department to lower their costs. Budget must be in line with expectations from Crawford Hoying. Raising rent and CAM are discussed for Bridge Park.
4. **MT Update**



- a. The Market Tower is due to break ground sometime late summer, the latest expectation is for August 2022. NBBJ is being engaged to handle the Markets expansion area.
5. **Merchant Updates:** Destination Doughnuts has informed us of their decision to leave the market for a brick and mortar location. There is an active search to replace them with another doughnut merchant.
6. **HR Structure Follow-up:** The HR structure is moving forward with re-assessing current roles and responsibilities. Geri Suiter is leading that effort to refine that process.
7. **New Business:** All new business was discussed in the previous topics
8. **Adjournment:** 6:48pm