



**Downtown Glendale Association
DISI Committee Meeting
Wednesday, May 25th, 2022 – 2:00 p.m.
100 N. Brand Blvd, 6th Floor Conference Room
Glendale, Ca 91203
Zoom Video Conference
www.downtownglendale.com**

Present: Helen McDonagh, Rick Lemmo, Ani Pogossian, Nina Crowe, Bradley Calvert, Daralyn Yeghiayan, Steven Sayers, Luci Ibarra, Joe Stitick

Absent: None

Guests: Michael Vavru,

Staff: Marco Li Mandri and Ryan/NCA, Nick Lemmo/DMS, Emma Frawley/Mustang Marketing

Minutes:

| <i>Item</i> | <i>Discussion</i> | <i>Action Taken?</i> |
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| 1. Introductions | DISI Committee Chair, Helen McDonagh called the meeting to order at 2:00 pm. Introductions were completed. This was a hybrid in person / zoom meeting due to the COVID shelter in place requirements. Everyone was on video for the meeting, consistent with the Brown Act rules. | No Action Taken |
| 2. Approval of AB 361 allowing us to continue to meet virtually | Marco explained AB361. Zoom provides a safe atmosphere to meet and allows measures to promote social distancing. Public comment is allowed and can be easily accommodated with Zoom. Approving this motion will allow | Rick moved and Helen seconded the motion to continue using virtual or hybrid meetings for all meetings held by the Downtown Glendale |

**Rick Lemmo, President / Government Relations • Raul Porto, Vice President
Randy Stevenson, Vice President • Helen McDonagh, Secretary / Treasurer
Steven Sayers • Bradley Calvert**

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| | for Zoom, In person, or a hybrid format. They have seen a spike in cases with the new variants recently. | Association out of caution. This would also be revisited at the next meeting. The motion was approved unanimously. |
| 3. Approval of minutes from April 27th, 2022 meeting | Helen asked the committee to review the April 27 th , 2022 DISI committee minutes. | Rick moved and Helen seconded the motion to approve the minutes. The minutes were approved unanimously. |
| 4. RFP for Events Coordinator – review and approve | Marco reviewed the drafted RFP for an Events Coordinator. Marco will correct the dates in section 4. | Rick moved and Bradley seconded the motion to issue the RFP with the date corrections. The motion was approved unanimously. |
| 5. Events for 2022/2023 | <p>Helen explained the following events:</p> <ol style="list-style-type: none"> 1. Cruise Night – Saturday, July 16, 2022. 5:30 p.m. -10:30 p.m. Rick announced that the DGA would be a sponsor for Cruise Night and Tech Week. The sponsor amount would be \$5,000 plus banners for both events. 2. Intl. Professional Women's Day – Luci and Daralyn expressed interest in Co-Chairing the event with Helen. They will look to get the task force up and running by Labor Day. 3. Jingle Bell Run – Helen explained this event is probably disbanded. 4. Tech Week – Ani announced it is still being held virtual. June 29th, they have a CHLA accelerator and a virtual event in July will be planned. 5. Other – Nina from Glendale Arts said they will be producing Glendale's International Film Festival September 29th, 2022. It will be in the district and they have over 140 submissions already. They will have Q & A's and are looking for an Executive Producer Sponsor. This is the first time they have done a film festival. If the GDGA sponsored they would have logos on all screens, digital programs, website, on-site step and repeat banners. They | No Action Taken |

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| | are looking at organizations, film commissions, and elected officials to help sponsor. | |
| 6. Concept drawings and costs for the Bridge Link project | Marco reviewed the idea of the bridge link over the 134. Bradley announced the city has the funds and are working with Caltrans to get approval. It will help protect pedestrians and connect the North and South of the district. | No Action Taken |
| 7. Social media and PR Update | Emma from Mustang Marketing gave a social media and public relations update. Emma will be attending Cruise Night and is available to present a trophy if need be. | No Action Taken |
| 8. Other | Helen opened up for any other items or discussions. <ol style="list-style-type: none"> 1. Helen would like the website directory reviewed. 2. The Chamber will be putting on the GALA this year. It is already in the approved budget as a sponsor. | No Action Taken |
| 8. Next DISI Committee Meeting | The next DISI Committee meeting will be on July 13 th , 2022 at 11am. It will most likely be a hybrid style meeting. | No Action Taken |
| 9. Adjournment | The meeting was adjourned. | |

Minutes taken by Ryan Huffman, Staff/New City America