

**REGULAR MEETING**

**S. S. DOWNTOWN, INC.**

**MONDAY, NOVEMBER 11, 2024 – 7:00 P.M.**

**HARSENS ISLAND LIONS HALL, 230 LACROIX ROAD  
HARSENS ISLAND, MI 48028 - TOWNSHIP OF CLAY**

**AGENDA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. AMENDMENT/APPROVAL OF AGENDA**
- 5. APPROVAL OF REVISED MINUTES OF SEPTEMBER 9, 2024 and  
OCTOBER 14, 2024**
- 6. TREASURER'S REPORTS – NOVEMBER 2024**
  - a. Receipts/Disbursements**
  - b. Outstanding Bills Payable**
- 7. PRESIDENT'S REPORT**
- 8. UNFINISHED BUSINESS**
  - a. Town Improvements (Trash Receptacles/Park Benches)**
  - b. By-Laws**
  - c. Light Up Town**

**9. NEW BUSINESS**

**10. PUBLIC COMMENTS**

(Public Comment Rules: 1. All comments should be directed to the Board. 2. Comments directed to the audience are prohibited. 3. Individuals wishing to speak have time limits, three (3) minutes for each member of the general public and six (6) minutes for a spokesperson of a larger group (e.g. subdivision association, condo association, business group, and similar groups); 4. Anyone wishing to speak is asked to sign the sign in sheet provided, however, anyone wishing to speak will be given the opportunity.)

**11. BOARD MEMBER COMMENTS / OPEN DISCUSSION**

**12. ADJOURNMENT**

## CALENDAR OF EVENTS

**SAT NOV 9 – HI Lioness Soup Cook-Off – HI Lions Hall 6pm (Doors open 5:30pm)**  
**SAT NOV 10 – Fellowship Breakfast – St. Mark's Church – 11am**  
**SUN NOV 10 – HI Historical Society Museum – Edmund Fitzgerald Remembrance 3pm**  
**MON NOV 11 – Lioness Lions Club Mtg. – HI Lions Hall – 11am**  
**MON NOV 11 – CHUNKO (Church Bunko) – St. Paul's Church – 6pm**  
**MON NOV 11 – S.S. DOWNTOWN, INC. Mtg. – HI Lions Hall – 7pm**  
**TUES NOV 12 – BINGO – HI Lions Hall – 11:45 am (11:30am check-in/setup)**  
**TUES NOV 12 – HI Lions Regular Mtg – HI Lions Hall – 7pm**  
**THURS NOV 14 – Curbside Dinner – St. Paul's Church – 4pm-5pm**  
**MON NOV 18 – Clay Twp. Board of Trustees Mtg – Clay Twp. Hall – 6pm**  
**TUES NOV 19 – BINGO – HI Lions Hall – 11:45am (11:30am check-in/setup)**  
**TUES NOV 19 – Page Turners Book Club – Readers Cove Library – 7pm**  
**MON NOV 25 – HI Lions Club Mtg. - HI Lions Hall – 11am**  
**MON NOV 25 – CHUNKO (Church Bunko) – St. Paul's Church – 6pm**  
**TUES NOV 25 – BINGO – HI Lions Hall – 11:45am (11:30am check-in/setup)**  
**TUES NOV 26 – HI Lions Regular Mtg. – HI Lions Hall – 7pm**  
**THURS NOV 28 – Thanksgiving Dinner – HI Lions Hall – 12pm-5pm**  
**SAT NOV 30 – Waterfront Shoppe 25% Off Sale – Small Business Saturday**  
**SAT DEC 7 – HI Historical Society Cookie Walk – Historical Museum – 10am-1pm**  
**SUN DEC 8 – Fellowship Breakfast – St. Mark's Church – 11am**  
**SUN DEC 8 - S.S. Downtown, Inc. Tree Lighting – Downtown Sans Souci – 5pm**  
**MON DEC 9 – Lioness Lions Club Mtg. – HI Lions Hall – 11am**  
**MON DEC 9 – CHUNKO Christmas Party – St. Paul's Church – 6pm**  
**MON DEC 9 – S.S. Downtown, Inc. Mtg. – HI Lions Hall – 7pm**  
**TUES DEC 10 – HI Lions Regular Mtg. – HI Lions Hall – 7pm**

The regular meeting of S.S. Downtown, Inc. was called to Order by President Prior at 7:00 p.m.

**ROLL CALL**

Present: Patty Bain, Cindy Pilato, Ashleigh Palescuk, Christine Holcomb, Susie Prior

**AMENDMENT / APPROVAL OF AGENDA**

Motion by Bain, supported by Palescuk to approve the Agenda as submitted

Voting Yes: Holcomb, Palescuk, Pilato, Bain, Prior

Voting No: None

Motion Carried Unanimously

**APPROVAL OF MINUTES OF SEPTEMBER 9, 2024**

Motion by Pilato, supported by Palescuk to approve the Minutes of September 9, 2024 as submitted.

Prior pointed out corrections that needed to be made on page 2 under President's Report, "Reapplied for Rural Readiness Grant" should be corrected to read, "Intention to Reapply for Rural Readiness Grant"; Page 2 – Unfinished Business, (b) sentence that reads, "Prior, Pilato, Palescuk & Holcomb volunteered to provide same" should be corrected to read, "Prior, Pilato, Palescuk & Holcomb volunteered to provide prize baskets"; Page 3, By-Laws, 4<sup>th</sup> paragraph - Motion, "Motion by Prior, supported by Pilato to amend By-Laws to provide that the election of office of Treasurer and 2 Directors would be held every two years with the first election being held in May 2025. The election of the positions of President, Secretary and 2 Directors would be held every three years with the first election being held in June of 2026 and thereby increasing Director positions from 2 to 4" should be corrected to read, "Motion by Prior, supported by Pilato to amend By-Laws to provide that the election of office of Treasurer and 2 Directors will be held in May 2025. The election of the positions of President, Secretary and 2 Directors will be held every three years with the first election being held in June of 2026 and thereby increasing Director positions from 2 to 4."

Pilato withdrew her motion to approve the Minutes, Palescuk supported the withdrawal of the motion.

Motion by Pilato, supported by Palescuk requesting Minutes of September 9, 2024 meeting be amended to reflect changes requested and be brought back for approval at the November 11, 2024 meeting.

Voting Yes: Pilato, Holcomb, Palescuk, Bain, Prior

Voting No: None

Motion Carried Unanimously.

## **TREASURER'S REPORT**

Pilato presented a Treasurer's Report reflecting a beginning balance of \$10,584.05. Deposits included \$100 from Lions and \$20 miscellaneous donation. Payables totaled \$376.83 and included purchases of supplies for Chili Cook-Off and Lions Turkey Shoot ad. Ending balance reflects a total of \$10, 584.05.

Pilato further reported expected Deposits of \$4,000 for donation from the South Channel Foundation and \$3,245.00 in profits from the Chil Cook-Off. Expected upcoming expenditures include LARA renewal fee of \$25.00, Lions hall rental of \$100, and \$200 donation to Lions from Chili Cook-Off. Also, the potential cost of \$450.00 purchase of liability insurance for Directors and Trustees.

Palescuk questioned whether there was a rental fee for use of the hall for fundraising events. Prior stated that there is not, but there is an expected donation after the event.

Prior questioned whether the LARA renewal was an annual fee. Pilato advised that it is an annual renewal fee that is due every year in October.

Motion by Holcomb, supported by Palescuk to approve the Treasurer's Report as submitted.

Voting Yes: Holcomb, Palescuk, Bain, Pilato, Prior

Voting No: None

Motion Carried Unanimously.

## **PRESIDENT'S REPORT:**

Prior reported on the following:

The Detroit Lions game was exciting; the 2<sup>nd</sup> Annual Chili Cook-Off was a great success; We received some suggestions for next year – only using painter's tape to attach any type of signs to the walls since the hall had just been recently painted, and posting correlating Chef position numbers on the wall behind each chef to make voting easier; the Township Board approved some of the algae wheel equipment, so that project appears to be moving forward; Upcoming events include Bingo, Readers Cove Book Club; Halloween party at Stewart Farm; Trivia Night sponsored by Readers Cove at Lions Hall; Halloween Party at the Lions Hall & through Downtown Sans Souci; Cattails Harvest Dinner at the Schoolhouse Grille; Halloween Party at Sans Souci Bar; Letter of Intent was sent for Rural Readiness Grant. We should know if we are invited to apply in early November. If we are invited, the Grant application would be due on December 9<sup>th</sup>; We received a \$4,000.00 donation from the South Channel Foundation; the ATM company has advised that they will be sending us a small profit check from ATM fees. I believe we should wait about six months to see what the usage is and based on that, rather than receive a profit check, possibly lower the fee for users. The ATM company also inquired as to whether any other businesses on the island may be interested in having an ATM at their location. Prior will reach out to other business to see if there is any interest; Prior suggested modifying our Mission Statement; The manhole and ditch at the site of our Welcome Sign has been closed and fixed.

Prior stated we would probably need a load of good dirt to level everything off and then requested ideas for what could be done by the sign.

Palescuk stated solar lights would be great so the sign is visible at night. Prior stated she will look into wood for piling-type decoration at the base of the sign on all sides.

The issue of speed bumps/crosswalk/slow down signage in downtown Sans Souci was discussed. Holcomb provided the Board with a proposed letter that she prepared addressed to the Township Board that was requested so the Township can notify St. Clair County of the issue.

### **UNFINISHED BUSINESS:**

- a. Town Improvements (Trash Receptacles/Park Benches): We are still in the process of researching information on trash receptacles and park benches. Jim Stieber had also provided some information to us at a meeting. Prior suggested we take our time and wait until Spring to purchase any tables or benches.
- b. By-Laws: The proposed By-Laws were reviewed by the Board. Several corrections, additions, and deletions were requested. Prior requested Holcomb make the requested changes and bring back to the Board at the November meeting for approval. Prior also requested confirmation on what our insurance covers. Does it cover return of missing funds or just provide the funds for prosecution? Pilato said she is not sure. Prior requested Pilato obtain information on surety bond versus Liability Declaration and whether it just covers the Treasurer or all Officers. Holcomb stated she had contacted Aitken & Ormond in St. Clair who offer Surety Bond insurance. She will provide Pilato with information on contact person in that office.

### **NEW BUSINESS:**

- a. Light Up Town: Prior stated that we have a Christmas Tree that is being donated by Nick and Colleen Morris.. The weekend before Thanksgiving – November 23<sup>rd</sup> or 24<sup>th</sup> – may be a good day to cut the tree and get it anchored in downtown. Prior will reach out to Bugg to see if he can bring his lift again this year. Also, if anyone knows of anyone that has a power auger that could be used for the hole, that would be helpful.

Pilato stated she would like to replace all of the lights with LED lights. Pilato questioned whether we were going to do fresh garland & artificial wreaths again this year. Prior stated she is continuing to look at alternative artificial options. Prior requested all members to research decoration options and bring back to our November meeting so that we can establish a budget.

- b. Request to Purchase JBL Speaker: Pilato suggested purchasing a speaker with microphone that we could have available for all of our events and also for use by other groups that may need to borrow it. She has found one available on sale on Amazon that includes a JBL 320 speaker and blue tooth microphone for \$520.00.

Motion by Pilato, supported by Palescuk to approve budget of \$520.00 for the purchase of JBL 320 speaker and blue tooth microphone .

Voting Yes: Bain, Holcomb, Pilato, Palescuk, Prior  
Voting No: None

Motion Carried Unanimously.

**PUBLIC COMMENTS:**

No public were present.

**BOARD MEMBER COMMENTS:**

Bain stated that Bob Williams, who requested some video and pictures of the Chili Cook-Off is gone until October 24<sup>th</sup>. She will get in touch with him once he returns.

Holcomb read an email she received from Jeff and Darla Ciszewicz who were participants in the Chili Cook-Off thanking SSDI and stating what a great event it was. Further, Holcomb stated that she noticed on the HISCFA website under "Resources" our name is listed incorrectly. Holcomb will bring it to Stacy Williams attention.

Prior advised that Patty Bain is resigning effective the end of this year. We will need to find a new Director. Patty has requested that the new Director be someone who loves the Island and is a full-time resident.

**ADJOURNMENT:**

Motion by Holcomb, supported by Pilato adjourn the meeting at 8:25 p.m.

Voting Yes: Bain, Holcomb, Pilato, Palescuk, Prior  
Voting No: None

Motion Carried Unanimously.

Respectfully submitted,

Susan Prior, President

Christine J. Holcomb, Secretary

The regular meeting of S.S. Downtown, Inc. was called to Order by President Prior at 7:00 p.m.

**ROLL CALL**

Present: Cindy Pilato, Patty Bain, Ashleigh Palescuk, Christine Holcomb, Susie Prior

**AMENDMENT / APPROVAL OF AGENDA**

Motion by Bain, supported by Holcomb to approve Agenda as submitted..

Voting Yes: Bain, Pilato, Holcomb, Palescuk, Prior

Voting No: None

Motion Carried Unanimously

**APPROVAL OF MINUTES OF AUGUST 12, 2024**

Motion by Pilato, supported by Palescuk to approve the Minutes of August 12, 2024 as submitted.

Voting Yes: Palescuk, Bain, Holcomb, Pilato, Prior

Voting No: None

Motion Carried Unanimously.

**TREASURER'S REPORT**

Pilato presented a Treasurer's Report reflecting a beginning balance of \$16,865.46. Payables totaled \$6,024.58. Ending balance reflects a total of \$10,840.88.

Motion by Holcomb, supported by Pilato to approve the Treasurer's Report as submitted.

Voting Yes: Holcomb, Palescuk, Bain, Pilato, Prior

Voting No: None

Motion Carried Unanimously.

Pilato further stated there were three bags of candy left from the Turkey Shoot Parade and questioned whether we wanted to donate same for the Island Halloween Party in lieu of her seeking reimbursement for same.

Motion by Holcomb, supported by Bain to approve donating the remaining candy from the Turkey Shoot Parade for the Island Halloween Party.

Voting Yes: Holcomb, Bain, Palescuk, Pilato, Prior

Voting No: None



Motion Carried Unanimously.

**PRESIDENT'S REPORT:**

Prior reported on the following:

Detroit Lions had a great win. It was a successful and busy Labor Day weekend on the Island. Thanks to Melanie Most for the great job on The Flyer this year. Some upcoming events on the Island are the HISCFA Bonfire on the 21<sup>st</sup> along with Music at Browne's Field; Fall cleanup is the 21<sup>st</sup> and 22<sup>nd</sup>; Intention to reapply for Rural Readiness Grant again this year. Our Letter of Intent needs to be submitted by October 7<sup>th</sup>. If we are invited to apply again this year, our application will be due on December 9<sup>th</sup>. This is a Cost Reimbursement Grant for up to \$50,000.00. Hopefully, we will may be able to reapply with full sponsorship this year; Colleen Morris has generously donated a Blue Spruce on her property for us to use as our Island Christmas Tree. Holcomb has attached the Calendar of Events to the Agenda for everyone's convenience.

**UNFINISHED BUSINESS:**

- a. Town Improvements (Trash Receptacles/Park Benches): Jim Stieber presented metal trash receptacle quotes for the Board's review. Bain suggesting looking at the sizes based on the possible locations of the receptacles. Cameron has stated that he would empty the trash receptacles if we would provide the bags. Kathie Schweikart suggested placements at the Waterfront Shop, Sans Souci Bar, Jane's San Souci Market and the Harsens Island Historical Museum. Prior stated we will need to look at the options available and quotes for same. Further, Prior stated that Holcomb had provided some quotes for benches and was awaiting receipt of a catalog for further review, along with researching suggestions made at prior meetings. Pilato stated she had a conversation with Supervisor Bryson regarding possible speed bumps or pedestrian signs for placement in the downtown area to slow traffic down to prevent accidents or injuries. Holcomb stated she will prepare a draft of a letter to the Township Board for review at the next meeting.
- b. Chili Cook-Off: Holcomb stated that there are supplies that will be needed for this year's Chili Cook-Off and requested a budget to purchase tasting cups, serving gloves, oyster crackers, award medals, plastic forks, table coverings. Also, the Lioness Lions have agreed to let us use their muffin tins again this year. Discussion occurred regarding prizes and raffles. Prior, Pilato, Palescuk & Holcomb volunteered to provide prize baskets. Request for volunteers was made. Cheryl Dziecielowski, Cheryl Cardinali, Stacy Williams, and Shelly Dickson offered to help.

Motion by Pilato, supported by Holcomb to allow up to \$300.00 to purchase items necessary for this year's Chili Cook-Off.

Voting Yes: Holcomb, Bain, Palescuk, Pilato, Prior  
Voting No: None

Motion Carried Unanimously.

- c. By-Laws: Prior stated that Holcomb has been working on amending the By-Laws and provided a copy to each Board member for review. Discussion occurred regarding changes such as membership fee, which would include support the group and having voting rights. Pilato suggested \$25. Palescuk felt \$15 would feel better. Nancy Bonaquisti suggested a family/household membership at \$25 and individual at \$15. Bain suggested membership fee being due January 1<sup>st</sup> of each year.

Motion by Bain, supported by Pilato to amend By-Laws to reflect a membership fee of \$25 per household, \$15 per individual payable January 1<sup>st</sup> of each year. Membership would provide voting rights.

The issue of elections was discussed among Board members. Prior stated that May of 2023 was our official organization date. Pilato suggested staggering elections. Discussion provided that election of the office of Treasurer and 2 Director positions would be held every two years with the first election being held in May 2025. Further, that the election of President, Secretary and 2 Directors would be held every three years with the first election being held in June of 2026. This will also increase Director positions from 2 to 4.

Motion by Prior, supported by Pilato to amend By-Laws to provide that the election of office of Treasurer and 2 Directors will be held in May 2025. The election of the positions of President, Secretary and 2 Directors will be held every two years with the first election being held in June of 2026 and thereby increasing Director positions from 5 to 7.

Voting Yes: Holcomb, Bain, Palescuk, Pilato, Prior  
Voting No: None

Motion Carried Unanimously.

Prior suggested amending the By-Laws to reflect that a minimum of 6 meetings per calendar will be held on the 2<sup>nd</sup> Monday of each month at 7:00 p.m. at the Harsens Island Lions Hall.

Motion by Holcomb, supported by Pilato to amend the By-Laws to reflect that a minimum of 6 meetings per calendar year will be held on the 2<sup>nd</sup> Monday of each month at 7:00 p.m. at the Harsens Island Lions Hall.

Voting Yes: Holcomb, Bain, Palescuk, Pilato, Prior  
Voting No: None

Motion Carried Unanimously.

Prior discuss the issue of bonding mentioned in our By-Laws. Pilato advised she had spoken with our insurance company, Baxter Agency, and they advised that insurance would cost \$400. A discussion occurred. Kathie Schweikart offered that notaries are required to be bonded and the fee for bonding is nowhere near that amount. She further suggested possibly holding a telephone conference with Baxter Agency to ensure that we

are all on the same page as far as bonding in our By-Laws and possibly getting additional quotes

Motion by Pilato, supported by Palescuk to postpone a decision on amending Article VII(4) of the By-Laws until we have further/verified information.

Voting Yes: Holcomb, Bain, Palescuk, Pilato, Prior

Voting No: None

Motion Carried Unanimously.

- d. New Membership: Prior advised that S.S. Downtown, Inc. is accepting new members, and always welcome any volunteers that would like to help out at events and planning. She further asked if anyone in attendance would be interested in helping at the upcoming Chili Cook-Off. Stacy Williams, Cheryl Dziecielowski, Cheryl Cardinali, and Shelly Dickson offered to volunteer at the Chili Cook-Off.

**NEW BUSINESS:**

Prior stated there was no New Business to report.

**PUBLIC COMMENTS:**

No Public Comments were made.

**BOARD MEMBER COMMENTS / PUBLIC DISCUSSION:**

Bain suggested placement of some type of sign for the ATM outside of Sans Souci Bar. The current sign has a flap over the screen that has to be raised that people seem to be mistaking as to not being in service. Prior advised she would research options to make it more user friendly. She further stated she would reach out to the ATM company at the one-year point of the ATM being in service for further information.

Palescuk questioned whether we will be ordering any new shirts any time soon. Prior stated she didn't feel the need for that at this point.

A discussion regarding a date for the annual Light up the Town occurred. The date of Saturday, December 7<sup>th</sup> was agreed upon by all.

**ADJOURNMENT:**

Prior thanked everyone for coming to the meeting and advised the next meeting will be Monday, October 14th at 7:00 p.m. at the Harsens Island Lions Hall.

Motion by Holcomb, supported by Pilato to adjourn the meeting at 8:15 p.m.

Voting Yes: Holcomb, Bain, Palescuk, Pilato, Prior

Voting No: None

Motion Carried Unanimously.

Respectfully submitted,

Susan Prior, President

Christine J. Holcomb, Secretary

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