

LOCUST CENTRAL BUSINESS DISTRICT

Minutes of the Special Meeting of August 20, 2024

Board of Commissioners Present:

Michael Beckermann
Julian Davis
Karen Drake
John Hayden
Nicole Lewis
Ken Nuernberger
Jennifer Pruehsner

Others Present:

Ann Kittlaus
Yulonda Carter
William Zorn

A special meeting of the Locust Central Business District ("LBD") was duly noticed and held on Tuesday August 20, 2024 at 4:30 p.m. via web based tele/video conference Zoom Meeting hosted from and also held in person at the Locust Business District Office located at 715 N. 21st Street, Suite A, St. Louis, Missouri 63103

A quorum of the Board of Commissioners being present, the meeting was called to order by Mr. Hayden at 4:35 p.m.

Mr. Hayden noted that there are two main items on the agenda for today's meeting: consideration of the contracts for Director and for the Administrative Assistant positions.

Administrative Assistant

Mr. Hayden noted that Ms. Carter submitted a proposal which requested a six-month term for the Administrative Assistant position. Ms. Carter indicated that the six-month term was so that the Commissioners can review the position again in six months. Mr. Hayden asked if Ms. Carter would be available to help out after the six-month time frame. Ms. Carter indicated she would. Ms. Kittlaus indicated that perhaps the Commissioners can review the rate under the contract at six months, that website update duties be added to the list of responsibilities and that the Administrative Assistant also work additional matters as assigned by the Commissioners and the Executive Director. Mr. Beckermann suggested a one-year term with a six month review. Discussion ensued regarding additional terms for the Administrative Assistant position.

Executive Director

Ms. Kittlaus presented the proposed contract which had been previously shared with the Commissioners. Ms. Kittlaus suggested that the Executive Director position be renewed

for the term in the contract, with a 60-day out for either side and a six-month situational review.

Mr. Davis arrived at 4:56 p.m.

Discussion ensued about the “situational review” as opposed to “performance review”, about Ms. Kittlaus’ performance to date, other aspects of the contract, the financial status of the LBD over time, and the benefit of having staff in an organization wherein the Commissioners are all volunteers.

With discussion regarding the contracts concluded, Mr. Hayden called for a motion to approve the Administrative Assistant contract.

Motion 8-24-02. Upon motion of Mr. Beckermann, seconded by Ms. Pruehsner, the Board approved a one-year Administrative Assistant Independent Contractor contract with Yulonda Carter with a 30-day notice provision and adding responsiveness to Executive Director in addition to the Commissioners at \$22.50 per hour commencing on September 1, 2024 with Commissioners Beckermann, Davis, Drake, Hayden, Lewis, Nuernberger, and Pruehsner voting in favor and none opposed.

Mr. Hayden then called for a motion regarding the Executive Director contract.

Motion 8-24-03. Upon motion of Mr. Beckermann, seconded by Ms. Lewis, the Board approved the Executive Director contract as presented with Commissioners Beckermann, Davis, Drake, Hayden, Lewis, Nuernberger, and Pruehsner voting in favor and none opposed.

Mr. Hayden asked for approval of the 50/50 lighting program documents previously circulated to the Commissioners.

Motion 8-24-04. Upon motion of Mr. Beckermann, seconded by Ms. Lewis, the Board the 50/50 lighting program documents circulated with Commissioners Beckermann, Davis, Drake, Hayden, Lewis, Nuernberger, voting in favor, with Commissioner Pruehsner abstaining as she had not seen the latest version, and none opposed.

Ms. Kittlaus indicated that the FOCUS St. Louis Emerging Leaders Civic Action Project is kicking off this Friday and that she will meet the assignees tomorrow.

Ms. Kittlaus indicated that the ad for the Where Dining Guide deadline is September 5th. She indicated that the cost is half price with a full page being \$1,200 and a two-page ad being \$2,000. She noted that the chairman has authority under the rules to authorize expenses at this level. The Commissioners expressed approval of idea of placing an ad without making a formal motion.

Ms. Drake departed the meeting at 6:08.

There being no additional business to discuss, Mr. Hayden called for a motion to adjourn. Mr. Beckermann moved to adjourn, Ms. Pruehsner seconded the motion, and the Commissioners approved adjournment of the meeting at 6:10 p.m. with Commissioners Beckermann, Davis, Hayden, Lewis, Nuernberger and Pruehsner voting in favor and none opposed.


Secretary, Board of Commissioners