

**REGULAR DDA MINUTES**  
**November 20, 2013**  
**5:00 PM**

Jack Smith called the meeting to order at 5:01 PM.

**Present:** Chairman Jack Smith, Ed Smith, Mary Stanton and Tom Sawdey

**Absent:** Jessica Bills, Teresa Bonifield

**Also Present:** Manager, Douglas Terry, Clerk, Susan Ballinger, Admin. Asst., Lauren Skelly, Delores Sanger

**Approval of Minutes** –Ed moved to approve the minutes of the September 18, 2013 Regular Meeting, supported by Mary. Motion Carried.

**Treasurer's Report** – Tom moved to approve the Treasurer's Report in the amount of \$4,089.91, seconded by Mary. Motion Carried.

**Call to Public:** Delores Sanger addressed the board about the American flags that are displayed on the light posts in the Central Park. She requested that they stay up longer and are displayed on the proper dates. She would like to see at least one flag on each light post. She would also like to see them go further throughout the business district rather than just in the park. The board will review a schedule for the flags.

**Unfinished Business:** None

**New Business:**

**2013 DDA Resolution – Transfer of Real & Personal Property in Event of DDA Dissolve-** City Clerk, Susan Ballinger stated that in September there was never a proper motion made to make a resolution in writing to include the “any and all assets” to the motion made in July. Ed moved to accept 2013 DDA Resolution – Transfer of Real & Personal Property in Event of DDA Dissolve, supported by Tom.

**Appoint board member – Construction of stage** Mary moved to appoint Teresa to research and report back to the board upon her acceptance, supported by Tom.

**Update of possible Façade Grant for CDS & Litchfield Diner** – Tom stated he will report at the next meeting.

**Discuss replacement of board member Cindy Paletis** - Mary recommended Brett Smith for the position because he has shown interest. Requirements include being a business owner within the business district which stops at the BP gas station. Brett is not eligible for such appointment. Jack recommended business owner of Litchfield Diner,

Tracy Dunn. No other recommendations were made. Jack stated he will approach Mrs. Dunn and discuss the position with her.

Jack reported that the progress of adding a hospital to Litchfield is moving along.

**Bills for Approval – None**

**Manual Checks – None**

**Adjourn** – Jessica moved to adjourn at 6:00pm, supported by Tom. Motion carried.

Respectfully submitted,  
Susan Ballinger, Clerk