

MINUTES

**Ann Arbor-Ypsilanti SmartZone  
Local Development Finance Authority  
Board of Directors**

**August 4, 2003**

**7:30 – 9:00 AM  
Ann Arbor DDA  
303 Detroit Street  
Ann Arbor, MI**

**Members Present:** John Gawlas, Mike Reid, Chris Ballman, Steve Pierce, Mickey Katz-Pek, Rob Risser

**Members Excused:** Chris Easthope; Maria Thompson

**Members Absent:**

**Staff Present:** Susan Lackey – WDC, Chuck Salley – IT Zone, Susan Pollay – Ann Arbor DDA

**Call to Order:** Rob Risser called the meeting to order at 7:35 AM. A quorum was present.

**Minutes:** Minutes of the June meeting were presented. It was moved by Katz-Pek, seconded by Ballman, “To approve the Minutes of the June 2003 meeting as presented.” Motion carried without dissent.

**Review/Prioritization of Metrics:** This item was tabled pending completion of the ‘Elevator pitch’.

**Elevator Pitch:** Extensive discussion of the ‘elevator pitch’ ensued, with debate over whether the pitch should be a general statement of why the LDFA/SmartZone is necessary and important to the people of the Ann Arbor/Ypsilanti area, vs. an encapsulation of what the SmartZone intends to achieve. A consensus appeared to develop around the issue of ‘why’ rather than ‘what’. Mike Reid offered to work with Lackey to finalize a second draft.

**City Council Appointments:** Neither City has completed action on new appointments. The Nominating Committee was asked to meet and develop a list of potential candidates to be forwarded to the Councils to assist them in their task. This meeting will be scheduled as quickly as possible.

It was moved by Pierce, seconded by Katz-Pek: “To adjourn the meeting at 8:40 AM”. Motion carried without dissent.

Respectfully submitted,

Susan A. Lackey, Recording Secretary

**MEETING SCHEDULE**  
**(Revised)**

**ANN ARBOR/YPSILANTI SMARTZONE**  
**2003 – 2004**

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July 11	Retreat (location TBD)	7:30 – 2:00
August 6	Ann Arbor	7:30 – 9:00
September 4	Ypsilanti	12:00 – 1:30
October 1	Ann Arbor	7:30 – 9:00
November 6	Ypsilanti	12:00 – 1:30
December 3	Ann Arbor	7:30 – 9:00
January 8	Ypsilanti	12:00 – 1:30
February 4	Ann Arbor	7:30 – 9:00
March 4	Ypsilanti	12:00 – 1:30
April 7	Ann Arbor	7:30 – 9:00
May 6	Ypsilanti	12:00 – 1:30
June 2	Ann Arbor	7:30 – 9:00

MINUTES

**Ann Arbor-Ypsilanti SmartZone  
Local Development Finance Authority  
Board of Directors**

**September 2, 2003**

**12:00 – 1:30 PM  
Ypsilanti DDA  
34 N. Washington  
Ypsilanti, MI**

**Members Present:** John Gawlas, Mike Reid, Chris Ballman, Steve Pierce, Mickey Katz-Pek, Rob Risser

**Members Excused:** Chris Easthope; Maria Thompson

**Members Absent:**

**Staff Present:** Susan Lackey – WDC, Chuck Salley – IT Zone, Jennifer Goulet, Ypsilanti DDA

**Call to Order:** Rob Risser called the meeting to order at 12:20 PM. A quorum was present.

**Minutes:** Minutes of the August meeting were presented. It was moved by Pierce, seconded by Gawlas, “To approve the Minutes of the August 2003 meeting as presented.” Motion carried without dissent.

**Annual Report Draft:** The Annual Report Draft was reviewed, and minor revisions suggested. A final draft will be distributed, with comments taken and a final approval by the Chair. It was moved by Pierce, seconded by Reid, “To approve the Annual Report subject to final review by the Chair.” Motion carried without dissent.

**Elevator Pitch:** Reid indicated that recent (and well understood...ed.) computer virus attacks had prevented him from providing members with his comments and thoughts on the elevator pitch. He will provide these to the members prior to the October meeting, and this item will be discussed then.

**Nominating Committee:** Reid presented the report of the Nominating Committee. Three vacancies exist currently, one from Ypsilanti and two from Ann Arbor. The Nominating Committee hopes to present a list of recommendations to each Council for their review and deliberation. The Committee agreed to recommend the City of Ypsilanti fill the vacant seat with Richard King, Director of Region 15 Small Business Technology Development Center. Contacts have been made with several other individuals regarding the Ann Arbor vacancies, and recommendations will be made not later than the October Board meeting.

**Survey:** During the summer months, a WDC Intern conducted a survey of entrepreneurial companies on behalf of the SmartZone. This survey was distributed. An executive summary will be developed by Susan Lackey, with actionable items. Additionally, Intern Betty Law has been asked to attend the October meeting and present her findings.

It was moved by Katz-Pek, seconded by Gawlas: “To adjourn the meeting at 1:25 PM”. Motion carried without dissent.

Respectfully submitted,

Susan A. Lackey, Recording Secretary

