



**City of Hudsonville – Advisory Committee
Minutes
September 12, 2018**

Members present: Helen Cnossen, Larry Gemmen, Greg Steigenga, Ashley Prins, Ben Mol, Matt Harris, and Jennifer Blood. Members absent: None.

Staff present: Patrick Waterman, Michelle Fare.

1. **Welcome:** Steigenga called the meeting to order at 3:00 p.m. and welcomed everyone.
2. **Consent Agenda:** There was a motion by Prins, second by Gemmen, to approve the consent agenda. Motion passed.
3. **Updates:**
 - **Staff Update:** Steigenga gave an update about Cindy's resignation and the resignations of Lori and Harrison. Fare updated the board that Teri Schut had been identified as a good internal candidate. Schut will split her time with the planning department. This arrangement will be piloted through the end of 2018. Fare is working on filling both market assistant positions as well. In the meantime other city hall staff and commissioners are volunteering to work events and markets at Terra.
 - **Market Manager Report:** Fare shared Bolhuis' report with the board.
 - **Market Traffic Report:** Fare shared an update on traffic with the board. Despite continued increases in traffic, the staff expects that the market vendors will still want to go back to one day. Staff will meet with the vendors to put together a plan for 2019. The board suggested Wednesdays only, but with a single Saturday event each month.
 - **Fall/Winter Rentals:** Fare gave a count of fall and winter rentals to the board for reference.
 - **Workspace Survey:** Fare recommended the addition of a few work space members, but recommended they were added in slowly to ensure that the space doesn't get overloaded. The board agreed.

The meeting was adjourned at 4:00 p.m.