



# September Board Meeting

Wednesday, 9/3/25 ♦ Central Library Meeting Room 3

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## Attendees

- Luke Ifland, Interim President
- David Jennings, Social Chair
- Christine Comito, Secretary
- Julie Feirer, Board Member
- Jennifer Bright, Board Member
- Sgt Hemsted, Des Moines Police
- Jordan Locke, Treasurer (absent)
- Community members

## Community Presentations

- Sgt Hemsted reported on downtown police activity. Incidents down slightly this month v last month, calls for service. Cases about the same as last month. Larceny & Burglary—"Kia boys" still out there stealing cars. Three have been arrested but there might be more. Be sure to lock your cars!! Tickets lower than last month. Arrests up a bit. No real issues
- Julie Hempel, superintendent from Parks and Recs Dept. out sick, events available on website
  - Cemetery tours now available

## Standing Reports

1. Approval of July Minutes - Approved
2. Treasurer's Reports (August) - Luke presented in Jordan Locke's absence. Total cash on hand \$12,600, income \$408 in memberships, have spent \$377 on block party so far, board insurance paid, net cash flow \$3149
3. Socials Report - Upcoming Events
  - a. Tuesday Together next Tuesday Sept 9 at Django 5:30 pm. DNA will provide some appetizers, reserved seating on patio.
  - b. Sept 28 DNA Walking Tour in conjunction with Iowa Architectural Foundation, \$25 tickets, link is live on our website, meeting at Capital Square/Cowles Commons

- c. End of Summer block party Saturday, September 20, on corner of Water St & Court Ave at Hub Spot. David shared details of plans. David has booked chairs, tables, trashcans. Sound permit applied. Street use permit applied. Need signage/foam boards. Do we need contracts with third party vendors, e.g., food trucks, vendors, just to be safe and clear, we're not paying them, they don't have to pay us, they're responsible for any sales tax. Need an insurance rider (Luke will get). We have flyers available for DNA members to hang up. Have some gift cards, merch for raffle prizes from Orchestrate, Full Court Press, Tupelo Honey. (State raffle laws allow one-time total cash prize of \$1000 or less or donated merch of \$5000 or less without a gambling permit). Board has a working session next week to delineate exact schedule/timing
- 4. Building Ambassadors— about 6 people have responded and Luke has worked with them to share information.
- 5. Membership report – 174 active memberships. Survey available for meeting format (see newsletter and agenda for link). Will close survey end of October to allow new members from block party to join
- 6. DNA Governance
  - a. Deb Madison-Levi has stepped down from the Board, leaving the president position vacant. As of August 24, 2025 Luke Ifland assumed responsibilities of president. After the block party, Dave Jennings is willing to take on presidency as of November 5 meeting. Consider change to monthly format, which has low attendance, to social events and take care of board duties. Discussion led to not changing leadership aside from interim president until January annual meeting when we normally vote on new roles.
  - b. Governance policies— financial management and internal controls policy, must be ratified by March. Affirm separation of powers (esp financials), maintain transparency. Expense reports should be more formal and approved by treasurer, except for treasurer expenses, which are approved by president. Should have 90 days of operating funds on hand. Christine moved, David seconded, all approved.
  - c. Recordkeeping and retention policy— goal of paper free! Have a google workspace, which should be repository of all documents. Luke has been transferring all old documents that had previous owners to our new files. Any file owned by someone else cannot just be transferred, has to be downloaded and reuploaded. Public folder included to allow public to see agendas, minutes, information for building ambassadors etc. Christine as secretary will be responsible for Google Drive. Julie moved, David seconded for Luke to spend \$40 on Bitwarden for password keeping and sharing.
  - d. Expansion boundary discussion. Luke received approval emails from City Council members Carl Voss, Josh Mandelbaum. Josh noted a block we left out and asked us to include it. Heather Tamminga will send postcards to potential neighborhoods if they want to be included and to current neighborhoods if they want to include new neighborhoods. Deb received guidelines how to add buildings. David moved to start the process for boundary expansion to include

I-235 to the north, the Des Moines River on the east, Crocket Street to the south, and 15th Street to the west. Jordan seconded, all approved.

8. DNA Succession planning– Time to start recruiting. Jennifer suggests Michael Bowser from the Plaza. David's friend Nick is interested, fiancée Miranda interested in treasurer, Jon Cahill also interested in coming back. Community member Jen Thiessen also interested.

## New Business Items

- Membership Committee–Jennifer Bright will take over as membership chair, covering members, building ambassadors, etc. from Luke who is now serving as president.
- Luke Ifland offered a potential conflict of interest–his boyfriend's professional role provides contacts with downtown development and he'd like to help with DNA's facebook page to post downtown news with more ease and he'll provide reports to board on any pertinent meetings. Jennifer would oversee, to avoid conflict with Luke. Vote to approve Jeff Clayton as DNA business liaison and grant access to Facebook. Jennifer moved, Christine seconded, all approved.
- Luke submitted a grant request to Polk County to sponsor our Annual Meeting at \$5000.

Adjourned at 7:15 pm