



**Downtown Evanston Executive Committee
Meeting Minutes**

Thursday, July 10, 2025, 9:30AM

Creative Coworking, 922 Davis Street

Board Members Present:

Angela Valavanis, Creative Coworking (*Chair*)
Nathan Kostant, Golub (*Vice Chair*) – *via telephone*
Andrew McDonald, Rotary (*Treasurer*)
Marty Cless, Core & Rind Hospitality – *via telephone*
Sarita Kamat, Artem Pop Up Gallery

Not Present:

Jim Nash, Farnsworth Hill
Gretchen Brauer, Wheel & Sprocket (*Secretary*)

Staff: Andy Vick, Laura Brown

Guests: Paul Zalmezak, City of Evanston

- I. Call to Order at 9:33AM (Angela)
- II. Approval of June Minutes (Angela) **[Vote]**
 - a. Andrew motioned to approve; Sarita seconded; Exec approved the June minutes unanimously.
- III. Treasurer's Report (Andrew)
 - a. June Financials
 - i. The first County/City of Evanston tax contribution was lower than budgeted, and the second payment amount is still unknown. Andy is monitoring closely.
 - ii. Still waiting on 2025 Northwestern CBA payment.

IV. Executive Director update (Andy)

- a. Programming
 - i. Let's Eat Challenge finalized and may consider a fall event timed with Big Bite Night, but will likely run again in Spring 2026
 - ii. Thursday Night Market on June 5 was a successful event
 - iii. Downtown Summer Sounds kicks off tonight on July 10
 - iv. Evanston Cars & Coffee on July 13
- b. Work on the Orrington Plaza Mural project is just getting underway.
- c. ECF is hosting a meeting with local nonprofits to explore a discounted health care insurance program for nonprofit organizations

V. Director of Marketing update (Laura)

- a. Communications Dashboard: website traffic and social media visits are increasing
- b. ETHS Summer Intern: Isaiah Gaddy focusing on website updates, content creation
- c. Evanston Chamber Digital Marketing Workshops in July

VI. Economic Development update (Paul)

- a. Working with Co-Star to remove properties that are part of development sites, but currently listed as vacant, for a more accurate report
- b. City of Evanston's Putting Assets to Work initiative is on hold but going back to City Council next week. Potential projects near downtown include the Noyes Cultural Arts Center, Police/Fire Department, and permanent location for Evanston City Hall

VII. Other Business (Angela)

- a. Laura's 10-year work anniversary at DTE was acknowledged
- b. Board nomination for John Rohrbach (*new GM at Hilton Garden Inn*) **[Vote]**
 - i. Sarita moved to appoint John to the Board; Marty seconded the motion; Exec approved unanimously.
- c. New Northwestern student rep: waiting on ASG to determine if they want to continue this collaboration next year
- d. November Full Board Meeting (*Tuesday, November 18, 4-5:30PM*)

VIII. Open Discussion (All)

- a. Angela mentioned an incident a couple weeks ago when a Creative Coworking member was hit on the sidewalk by a motorized scooter as she exited the building. Fortunately, she is OK.
 - i. Paul noted that there is an ongoing conversation about biking/scooters on sidewalks downtown in addition to signage, police monitoring. Some ideas are messaging to delivery companies, communicating with ETHS and other students, social media outreach, etc.

IX. Adjournment at 10:13AM (Angela)

UPCOMING DTE EVENTS

Downtown Summer Sounds & Thursday Night Market, July 10, 5-8PM
Evanston Cars & Coffee, Sunday, July 13, 11AM-2PM
Sunday Jazz at the Square, Sundays, 11:30AM-1:30PM through July 27
Evanston Rides, May - October

Next Exec Committee meeting: Thursday, August 14, 9:30AM