

**Minutes of the Chinatown District Management Association Meeting
(CDMA – aka Chinatown BID)
April 12, 2012
4:00 – 5:30 PM
@ The Chinese Consolidated Benevolent Association
62 Mott Street
New York NY 10013**

CDMA Interim Board Members Present:

Peter Cheng, Chinatown Partnership Local Development Corporation
Priscilla Cheung, eRxCity Corporation
Stephen Cheung, D.H. Realty & Management
Anthony P. Colombini, Esq., Chu and Partners
Eddy Eng, Small Business Services, Mayor Michael Bloomberg's office
Frank F. Gee, Gee Poy Kuo Association
Peter Lau, Confucius Pharmacy
Mabel Law, Comptroller John C. Liu's office
David J. Louie, David J. Louie, Inc.
Dr. Chun Ka Luk, Broadway Chinatown Realty
Gabe B. Mui, the American Legion Lt. B.R. Kimlau Memorial Post 1291
Paul K. Ng, Chinese Consolidated Benevolent Association
John Pasquale, PEP Realty
Michael Salzhauer, Benjamin Partners
Sio Wai Sang, Golden Jade Jewelry
William Su, Grand Hotel
Gary Tai, Chinese Consolidated Benevolent Association
Matt Viggiano, Council Member Margaret S. Chin's office
Tony C. Wong, Wong & Co.
Wellman Wu, Kam Man Food, Inc.
Jimmy Yan, Manhattan Borough President Scott Stringer's office
Patrick Yau, First American International Bank

Other Class E Representatives Present:

Karen He, Speaker Sheldon Silver's office
John K. Leo, Community Board #3
Michael Levine, Community Board #1
P.O. Nicky Teo, NYPD 7th Precinct

Chinatown Partnership

Wellington Chen
Shu Mei Guan Chow
Lamgen Leon
Tony Wong

The meeting was called to order at 4:05 p.m.

David Louie welcomed everyone and started the meeting by introducing Ms. Mabel Law from Comptroller John C Liu's office, who was also the former Director of the Flushing BID.

Mr. Louie asked everyone to review the minutes from the last meeting and Matt Viggiano mentioned that the legal Counsel from the City Council Finance Chair had a death in the family and he was still waiting for their response regarding the posting of the minutes.

Motion to approve the minutes of March 2, 2012 passed unanimously.

Michael Levine reported on the “Chinatown Innovators” blue ribbon ad hoc committee as proposed by Wellington, he also presented ideas for fundraising and marketing, and he already scheduled one of his students to do a PowerPoint presentation to the committee for the proposal to seek designation by the American Planning Association of Chinatown as a “Great American Neighborhood”.

Eddy Eng reported that the Fundraising and Marketing Committee has rescinded the idea of hiring a fulltime fundraising/marketing staff, and instead to hire a professional fundraising/marketing firm or individual as a consultant. It was suggested to seek proposals and to consult other BIDs on how they do. Wellington mentioned that there is also a NYC BID Managers Association Mentoring Committee and they do provide assistance to all the NYC BIDs.

Frank Gee followed on his fundraising ideas of going to person to person’s contact for direct solicitations.

Some members asked what the money is raised for. It was explained that the money raised is for programs and other expenses that are not included in the BID’s annual budget.

The Earth Day Spring up to Clean-up event is set for April 22, 2012 and there are already some organizations and volunteers agreed to participate. There will be t-shirts for the participants and the event’s flyer was presented for review. It was instructed to do a bi-lingual flyer.

Wellington also reported that at the coming up “Keep America Beautiful” event in Times Square, there will be donation of a power washer steamer and other cleaning equipment to the Chinatown BID. DOT also processed the bench applications that the BID submitted on behalf of Chinatown.

Priscilla reported that the Program Service Committee is working on the clean street RFP and should have a draft soon for the lawyer to review and hopefully to release by the end of April. She also welcomes ideas and suggestions for the Holiday lighting’s RFP.

Eddy Eng recommended that the Executive Committee have three things done by the end of June 30, 2012, 1) Management agreement between the Chinatown BID and the Chinatown Partnership, 2) Management policies and procedures, and 3) Strategic plan for the next 5 years.

The property owners already received their first BID’s billing and a lot of questions came up, David Louie explained that the entire process was handled by the Department of Finance and the Chinatown BID was not involved in the billing. However, the Chinatown BID is going to send out a bi-lingual letter explaining the BID billing.

On the incorporation process, we are still waiting for two signatures, once it is finalized and the bank account is open, the BID should receive \$500, 000 by the end of May or early June.

The BID’s office space was discussed, and David Louie appointed a BID Office Space Committee, with Stephen Cheung, John Pasquale, William Su and Peter Cheng as members. This committee will meet with

Wellington and Eddy to discuss the BID's need and be responsible for soliciting proposals and quotes for the office space. The question of the BID and Partnership sharing space and resources also need to be discussed.

The next Chinatown BID Interim Board Meeting will be May 3, 2012.

The meeting adjourned at 5:35 P.M.