



Chatham Business Association, SBDI Service Provider for SSA #51
800 E. 78th St.
Chicago, Illinois 60619

**(SSA) Area #51 Open Commissioners
Meeting Minutes**

Wednesday, December 15th, 2021 – 6:00p.m. – 7:00 p.m.
Zoom Link: <https://us02web.zoom.us/j/88064179771>

Meeting was called to order at 6:04 p.m., by Karletta Kelly, Program Manager, Chatham Business Association, SBDI, Service Provider for Special Service Area #51.

SSA Commissioners in attendance were: Veta Caldwell-Charles (**Tailo-rite Cleaners**), Pat McCoy (Help At Home), Clarence Glover (Majestic Florist), SSA Commissions not in attendance: Lamont Smith (Sizzlin Skillet) – Excused.

SSA Staff in attendance were: Jennipher Atkins, Service Provider’s Interim Executive Director. Melinda Kelly, Chairman of Service Provider and Charles Edwards, Chief IT Ambassador. Roll Call done by SSA#51 Program Manager, Karletta Kelly.

SSA #51 Secretary Veta Charles conducted the reading of October 20th, 2021 Open **Meeting minutes**. Minutes were approved.

Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster cause by COVID-19, this meeting is conducted by videoconference.

SSA #51 Program Manager Karletta Kelly reported agenda topics with Commissioners. **Services Usage last quarter: Advertising and Promotion:** This report documents the results of the “Did You Know” Program. The report discusses . CBA, SBDI adamantly promoting the SSA businesses on their social media

Overview of “Did You Know?”

Post Covid more businesses as seen the value of Social Media Marketing. “Did You Know” gives SSA#51 business another marketing platform exclusively for them. Video interviews with business owners, check in by customers and the business can sign up to the be a “Spotlight” business in the corridor, by scanning the QR Code on the flyer and signing up to have a media spot on the @ChathamCottageGroveSSA#51 Facebook and Instagram

Overview of Local Buy

Between December 15th, 2021 and February 28th, 2022, SSA #51 business will be provided a coupon book to distribute to their customers. If they spend \$20 or more in their business, they get a \$5 discount on their next purchase. The coupons are numbered and the business writes or stamps their Business name on each coupon. The SSA sponsors the \$5 per coupon directly to the business. The Coupon booklet contains 20coupons and the business can request more books, as supplies last.

CBA, SBDI will promote SSA #51 business deals and promotion on their Social Media sites
Facebook): 1,631 Follows, 1,360 Likes (Facebook.com/ChathamBusiness
Twitter: 911 Followers (@CBAworks), Instagram: 423 Followers (cba.sbd)

Chatham Cottage Grove SSA #51 Facebook and Instagram, promotes specific business and events with the corridor
Like and Subscribe to @ChathamCottageGroveSSA51

Public Way Maintenance

October 2021 – December 2021

Street Cleaning

Between October and December 2021, a total of 765 bags (64 Gallon bags) of garbage were collected. In other words, 12,035 Gallons of garbage have been collected and removed from the streets of SSA #51 in the last three months. We added one street cleaning staff members.

Areas within the SSA #51 that were cleaned include: 75th Street (Indiana to Drexel), 79th Street (Cottage to 95th Street), 79th Street (Greenwood to Indiana), Cottage Grove (75th Street to 95th Street), and Vacant lots located on 75th Street, 79th Street, 95th Street and Cottage Grove Avenue.

Public Way Aesthetics

SA #51 Service Provider will promote the SSA# 51 businesses corridor with Banners, Custom Trash Containers and Planters. Five Custom Trash Receptacles permits were renewed along with 6 Planters within the Corridor have been installed with Winter Flowers.

SSA #51 Businesses were surveyed about snow removal. Sidewalk snow removal equipment has been rented to be on standby for snow fall from Nov 2021 til March 2022

Façade Improvements

Majestic Florist granted \$5,000 Façade Grant for Windows.

Safety Programs

CBA, SBDI contracted AGB Investigatives for Special Event Security. (June 2019 – til now is currently on pause.

Meeting Adjourned at: 6:55 p.m.

Secretary-Veta Caldwell-Charles

SSA #51 Program Manager, Karletta R. Kelly