



**Board of Directors**  
**Public Meeting Minutes – Work Session / Retreat**  
Friday, February 3, 2023 | 12:00 PM  
City Council Chambers  
312 E. Charles Street, Hammond, LA 70401

**I. CALL TO ORDER: Elsbet Hollywood**

**II. Roll Call: Michelle Kendall, Executive Director**

Frank Di Vittorio	Present
John Exnicios	Present
Elsbet Hollywood	Present
Chelsea Kessenich	Present
Kali Norton	Present
Cassie Ragan	Present
Evan Singer	Present

**New Business**

**1. Board Retreat**

**a. 12:00PM, Networking Lunch**

Members enjoyed lunch from Mariners Inn.

**b. 1:00PM, Framing for Our Future, Melissa Bordelon, CEO & President, Tangipahoa Chamber**

Members provided introductions. Mrs. Bordelon led members in an interactive team building activity.

**c. 1:45PM Stakeholder Feedback & Master Plan Alignment**

Ms. Kendall presented survey feedback gathered from DDD residents, property owners, and business owners. Ms. Kendall also noted areas of alignment with DDD-adopted Master Plan. Members noted that City Council needs to adopt the Master Plan

**d. 2:15PM Community Competitiveness Initiative, Robert (Robby) Abboud and Stacey Duvic,, Louisiana Economic Development**

Mr. Abboud and Ms. Duvic led members through a facilitated session to discuss economic development capacity in the district. Discussion covered: Organization Indicators – staffing, budget, economic development plan, target industry analysis, regional economic development organization engagement, and leadership training/ stakeholder education; Product Development Indicators – available sites, available buildings, workforce/ labor, infrastructure capacity, understand of local competitiveness; Marketing/ Business Development – marketing plan, economic development partners, prospect hosting, promotional collateral, inventory of unique selling points; and Community Resilience – parish-wide emergency preparedness plan, disaster preparedness, business retention and expansion, and constituent communication and engagement.



e. **4:15PM Getting the House in Order / Discussion of DDD Operations, Robert's Rules of Order, Andre Coudrain**

Mr. Coudrain provided an overview of the DDD's statute, operations of a public body, Open Meeting Law, and Robert's Rules of Order. Members also discussed the DDD Design Review Committee.

-Adjourned

**Michelle Kendall, DDD Executive Director**  
**Hammond Downtown Development District Authority**  
**#2 West Thomas Street, Hammond, LA 70401 985-277-5683**

