Subject: Needed: Village DDA 501(c)(3) by-laws
From: James Koskela <[redacted]@hollyvillage.org>
Date: 4/15/2026, 4:07 PM
To: Holly DDA Executive Director <[redacted]@hollyvillage.org>
CC: Lisa Bone <[redacted]@hollyvillage.org>

Dear Mr. Stephison,

I have a few items to address and instead of making one big message with multiple items I have broken them up into different topics to hopefully make it easier to follow and forward on as necessary. If you prefer a different way, please let me know.

During the December 8th, 2025 DDA Board meeting, New Business item #5 dealt with creating a Main Street Holly 501(c)(3) bank account. A vote was taken that directly referenced actions to be taken by the 501(c)(3). From the meeting minutes:

> Motion that the Holly Downtown Development Authority establish an independent bank account at Choice One Bank for all DDA funds and further that the **Holly DDA 501c3 also establish a separate and distinct bank account** at Choice One Bank and that all existing DDA funds currently held by the Village of Holly as well as all funds held under the **DDA's 501c3** to be transferred to the newly established accounts within 14 days of the account opening and all future funds be deposited to the new accounts by Allgeyer.

Being that our Village DDA is making official actions for the non-profit, it is of importance for me to understand the manner in which the Village 501(c)(3) is setup to function to ensure proper oversight.

I have asked Clerk / Treasurer Bone for the Main Street Holly non-profit by-laws but she was unaware of their location. Would you please forward me a copy of the Village DDA Mainstreet 501 (c)(3) by-laws or point me to their location?

Best Regards,

Jim Koskela