

Subject: Proof of Board Action Requested

From: James Koskela [REDACTED]@hollyvillage.org>

Date: 4/15/2026, 3:06 PM

To: Holly DDA Executive Director [REDACTED]@hollyvillage.org>

CC: Lisa Bone [REDACTED]@hollyvillage.org>

Hello Mr. Stephison,

At last night's Council meeting, I asked Village Attorney Mr. Gildner what authority an individual board member, such as myself, has to independently spend taxpayer funds. Mr. Gildner stated that a single member does not have that authority. That's because spending authority rests with the board as a whole, not with any individual member.

With that in mind, I am seeking clarification regarding the approximately \$500 reimbursement issued on or about March 10, 2026, related to official DDA advertising within The Holly Post's **first edition**.

Based on the DDA packet ledger and conversations with staff, my current understanding is that a check was initially issued, then canceled, and later reissued in March. I also understand that an initial reimbursement request may have been submitted by Chairwoman Stouffer prior to your arrival, that staff had follow-up questions which led to the cancellation of the original check, and that a subsequent request was later submitted through the DDA Executive Director's office with a different justification, after which the reimbursement was approved based upon this newly provided justification.

To ensure I have a complete and accurate understanding, could you please provide the following:

- Who authorized the expenditure of these taxpayer funds, and if a board vote occurred, the date of that action
 - If a formal board action exists, the remaining questions may not be necessary
- Who authorized placing official advertising in a publication on behalf of the Village DDA
- The payee to whom the check was issued
- The justification used to determine that this expense qualified as a valid reimbursement

Separately, I do want to note that I appreciated the inclusion of check requests in the DDA packet, as it promotes transparency and keeps board members, staff, Council, and the public informed. For that reason, I was disappointed to see that the check request related to this \$500 Holly Post reimbursement was not included in the most recent packet, especially given that other, older items were included.

Thank you for your time and assistance in clarifying this matter.

Best Regards,

Jim Koskela