

Charlotte Community Association

Board of Directors Meeting Minutes October 15, 2015, 7:00 pm Port Terminal Building

OUR MISSION

To build a stronger community and to enhance the lives of our residents by providing a forum for sharing information, connecting neighbors and stakeholders, and fostering civic engagement while preserving and promoting the heritage of the Village of Charlotte.

Call to Order / Attendance / Housekeeping

Meeting called to order by President Clare Stortini at 7:09 pm. **In Attendance:** Clare Stortini, president; Susan Miller, treasurer; Sue Roethel, secretary; Donna Bour-Purdy, director; Linda MacCammon, director; Patti O'Brien, director.

With six board members present, there was a quorum to conduct business.

President's Report

- Introductions -Board members introduced themselves to new board member Linda MacCammon.
- Meet the Candidates debrief – Donna, Jean and Fred planned very thoroughly and efficiently for this event. There was a great turnout of approximately 75 people, and all of the candidates stayed until the end. Write-in candidates were disappointed that they weren't included. Donna explained that the committee consulted with the League of Women Voters and found that they do not include write-ins because they are not included on the ballot. Donna will write thank-you notes to the participating candidates.
- NSC Meeting on 10/15 – Clare attended immediately prior to this board meeting. One discussion topic was about establishing a tool-lending library that could be used by the entire NW quad. We agreed not to take this on at this time. Another topic is that the City is taking a closer look at nuisance points, and they will begin warning and then closing down properties that aren't safe or aren't good neighbors. Another topic is that the sale of alcohol is no longer considered a high-impact use. The NYS Liquor Authority is involved, and they have a higher jurisdiction than the city governments with regard to such legislation.

Approval of Minutes

Minutes from the BOD meetings on 9/24 and 9/30 are deferred; they are not ready for review.

Treasurer's Report

Updates from September - An invoice from John Heveron, CPA, the CCA's accountant, was just received at the end of September for consultation services he provided in March. The bill is for \$125. Also, Jean

Carrozzi asked for a \$20 reimbursement without a receipt for frames she purchased for the annual scholarship awards.

Year-to-Date Budget Status - The budget has a deficit of just under \$8K. We planned to have a major fundraiser this year that didn't happen. We also expected to have a large membership drive, which also didn't happen. Neither the Programming & Fundraising Committee nor the Membership & Outreach Committee has a chairperson or committee members to work on this. We need to strategize for next year to close the budget gap.

Motions:

- Clare moved to reimburse Jean Carrozzi \$20 without a receipt for scholarship award frames she purchased in August with email verifying/justifying why for CCA financial records; Donna seconded. Motion approved 6-0.
- Clare moved to establish an ad hoc committee to immediately address the membership and advertising rates we've been using; Sue R. seconded. Motion approved 6-0

Action Items:

- Sue M. will reimburse Jean Carrozzi \$20 for frames she purchased.
- Sue M. and Donna will work together as an ad hoc committee of the board to address membership and advertising rates needed for 2016.
- Clare and Sue R. will place on a December agenda for the board to conduct strategic planning for fundraising and membership.

OLD BUSINESS

1. **Elections** – The Not-for-Profit Status (NPS) Committee (Clare, Sue M., Sue R.) met with Donna about how to communicate the proxy. We decided to reject portions of the sample provided by the attorney because of the complicated legal jargon and to instead modify the version used by the Corn Hill Neighborhood Association. It is clear and simple. Donna will customize it for insertion into the newsletter. Sue M. has the voting tags and will prepare a membership list to register voting members at the November 2nd CCA meeting.
2. **Bylaws Revisions** – A special mailing with a proxy form will be mailed to members in mid-November, and the vote will take place at the December 7th CCA meeting. We will make the same modifications to the proxy form as we're using for the Elections proxy. Donna has prepared a Summary of Major Changes (explaining the impact) that will be published in the newsletter and go out in the mailing. We discussed the possibility of having focus groups to look at the revisions and provide feedback, but will we have time? Our goal is to have the Bylaws Amendment vote before the end of the year.

Action Items:

- Donna will modify the Corn Hill sample proxy for Elections for insertion into the November newsletter.
- Sue M. will prepare a membership list and the voting tags to register voting members at the November 2nd meeting.
- Donna will also modify the proxy for the Bylaws Amendment for insertion into the November newsletter and prepare the special mailing to members to go out by mid-November.

NEW BUSINESS

1. **Snug Harbor** – The City’s lawsuit against the owners of Snug Harbor will be brought before Judge Marie Taddeo on November 13th. In response to the concerns from the community about the property, we are considering sending a letter to Judge Taddeo supporting the City’s position on this issue. Linda volunteered to draft the letter for approval by the board at the next meeting.

Note: Due to time constraints, all other new business items on the agenda were deferred to the next BOD meeting on Monday, October 19th at 7pm at the Port Terminal Building.

Action Items:

- Linda will draft a letter to Judge Marie Taddeo in support of the City’s lawsuit against the property owners of Snug Harbor. The draft will be reviewed by the board at the next meeting.

Upcoming Events and Meetings

- 10/19 BOD Meeting, 7 pm, Port Terminal Building
10/20 PCIC Meeting, 7 pm, Aquinas Institute
11/2 General Meeting – DES Presentation & **Board Elections**, 7pm, Robach Community Center
12/7 General Meeting – **Bylaws Amendment Vote**, 7 pm, Robach Community Center

Adjournment

Meeting was adjourned at 9:20 pm.

Minutes submitted by Sue Roethel, CCA secretary.