

Charlotte Community Association

Board of Directors Meeting Minutes January 4, 2016, 6:00 pm Robach Community Center

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 6:01 pm. **In Attendance:** Clare Stortini, president; Susan Miller, (outgoing) treasurer; Sue Roethel, secretary; Donna Bour-Purdy, director (via video conference); Linda MacCammon, director; and Patti O'Brien, director. With six board members present, there was a quorum to conduct business.

The board welcomed guest Jonathan Hardin, Charlotte resident and CCA member who has expressed interest in serving on the board. He attended the board meeting on 12/10/15 to audit the proceedings and determine his level of interest.

NEW BUSINESS

1. **Board Appointment:** Jonathan Hardin has agreed to be appointed as Director to fill one of the vacancies and finish out the 1-year term which ends 12/31/16. This appointment will be effective immediately and be announced at the General Meeting following this board meeting.
2. **Interim Treasurer Duties:** Sue M.'s official departure from the board at the end of her term on 12/31/15 leaves a vacancy of the Treasurer seat and also eliminates the quorum of six board members needed to conduct business. She has agreed to extend her service through January to help with a transition. Patti has agreed to be appointed as Treasurer and assume the 2-year term which ends 12/31/17.

Motion: Linda moved to appoint Jonathan Hardin as Director to complete the 1-year term ending 12/31/16; Sue R. seconded and with Sue M.'s vote the motion was approved 6-0.

Motion: Linda moved to extend Sue Miller's term through January 2016; Sue R. seconded. Sue M. abstained from the vote, and with Jonathan's vote now included the motion was approved 6-0.

Motion: Sue M. moved to appoint Patti O'Brien to a new 2-year term as Treasurer ending 12/31/17; Sue R. seconded. Patti abstained; with Jonathan's vote now included, motion was approved 6-0.

Action Items: Clare and Sue R. will provide Jonathan with board orientation materials.

Secretary's Report

The BOD meeting minutes from 12/7 and 12/10 were reviewed and no changes were suggested. They were approved as follows:

Motion: Patti moved to approve the 12/7/15 minutes as they are; Clare seconded. Jonathan abstained from the vote and motion was approved 6-0.

Motion: Linda moved to approve the 12/10/15 minutes as they are; Patti seconded. Jonathan abstained from the vote and motion was approved 6-0.

Treasurer's Report

Sue M. will review the monthly report with members at the General Meeting following this BOD meeting. Regarding vandalism to the Welcome to Charlotte sign on Pattonwood Drive, a claim needs to be submitted to the insurance company and an estimate sought for replacement of the sign. Brian Labigan has previously suggested changing the damaged wooden signs to metal signs, which are more durable.

The FY 2015 final budget report will be reviewed at the 1/14 and 1/26 BOD meetings. This spreadsheet will be used to develop the 2016 budget.

Action Item: Sue M. and Patti will inform the insurance company about the vandalism, seek an estimate to repair the damage or replace the sign, and report back to the board at the 1/14 BOD meeting.

Action Item: Sue M. and Patti will have a final FY 2015 budget status report ready for review at the 1/14 BOD meeting. This spreadsheet will be used to develop the 2016 budget.

President's Report

- Neighborhood & Business Development (NBD) organizational review meeting on 12/14/15: Clare and Sue R. attended this meeting at the Northwest Service Center. Novack Consulting in North Carolina was hired by the City of Rochester to evaluate the effectiveness of the current NBD and make recommendations. The session was conducted as a focus group with no City employees present. Each Quadrant will have its own focus group session as part of this evaluation, and the results will be shared in a report. Of the 18-20 people present for the NW Quad, Charlotte was well-represented by 5 POCMA members and 2 CCA board members. The general consensus of the group was that the old Neighbors Building Neighborhoods (NBN) practices were successful and should be reinstated. Also in agreement by all was that Ron Penders is doing a good job directing the NSC but that the current NBD structure does not allow him the authority to make a more substantial impact in our communities.

Sue M. suggested that the NW neighborhood groups join in sending a letter to the City with a common message and signed by all of the presidents.

- Mayor's Advisory Council: Clare followed up with Ron about the invitation to participate that was later revoked. Ron explained that each Quad can have only two representatives, so he

chose Louis Aponte, Josana neighborhood, and Marianne Warfle, Port of Charlotte Merchants Association (POCMA).

- Holiday Wreaths: There was no formal process followed by the Beautification Committee to make this initiative happen. Linda Paruta, Beautification Committee Chair, went to POCMA to ask for support to hang a dozen holiday wreaths that were hand made by the committee. Marianne Warfle reported that POCMA donated \$450 from its Farmers Market proceeds. These funds were used to hang the wreaths by the City at a cost of \$15 per wreath to hang and \$15 to remove each one. The County wasn't asked but they might have done it for free. In addition, two different City departments were asked to become involved, which caused some confusion in the process. While the initiative was very well-intended, the process to fund and execute it could be improved upon for the future. It raises the question as to whether the Beautification Committee should continue as part of the CCA or does it serve a broader purpose as an independent organization?
- Committee Plans of Work and Budgets for 2016: All committee chairpersons will be invited to attend the BOD meeting on 1/14 to present their 2016 plans of work and related budget requests. With Sue M.'s departure from the board soon, the Safety & Security Committee will need a new Board Liaison and Chairperson. Jonathan agreed to be appointed as Board Liaison, and Sue M. agreed to be appointed as Chair.

Motion: Sue R. moved to appoint Jonathan Hardin as Board Liaison to the Safety & Security Committee, effective immediately; Linda seconded. Jonathan abstained from the vote; motion was approved 6-0.

Motion: Sue R. moved to appoint Sue Miller as Chair of the Safety & Security Committee, effective immediately; Linda seconded. Sue M. abstained from the vote; motion was approved 6-0.

Action Items:

- Clare will ask at the next NW Quad meeting on 1/21 about the next steps in the NBD evaluation process and whether a joint letter to the City might be a good reinforcement of the issues that were raised in the focus group session.
- All Board Liaisons will invite their respective committee Chairpersons to the BOD meeting on 1/14 at 7 pm at the Greece Library. They should prepare to present POWs and budget requests.

Due to time constraints, the remaining agenda items are deferred until the board meets again on 1/14.

Adjournment

Meeting was adjourned at 6:52 pm.

Minutes submitted by Sue Roethel, CCA secretary.

Upcoming Events and Meetings

- 1/14 CCA Board of Directors Meeting, Greece Library
- 1/20 Rochester City Council Meeting, 7:30 pm (6:30 pm "Speak to Council"), City Hall, Rm. 302-A

- 1/26 CCA Board of Directors Meeting, 6:30 pm, Cannonball Café
- 2/1 CCA General Meeting, 7:00 pm, Robach Community Center