



Charlotte Community Association, Inc.

"A Community That Cares"

Board of Directors Meeting Minutes

Monday, January 20, 2020

6:30 PM, 173 Latta Road

Meeting was called to order by President Sue Roethel at 7 PM. Other board members in attendance were Vice President Patti O'Brien, Secretary Rose Mary Shaw and Director Lindy Litwak. A quorum is confirmed.

GUESTS: Councilperson Jose Peo and his aide Jonathan Hardin, Jose spoke about his beginning weeks as a councilperson and asked for our continued support for him.

PRESIDENT'S REPORT:

- Reorg/Reassignments
 - Housekeeping: credit card, mailbox access, COI & insurance docs, BOD web profiles.
 - Sue asked Patti how to add herself to the bank account. Needs to go to bank and tell them she is the new President. From experience RoseMary suggested she might need a copy of the minutes where she was elected.
 - Mailbox access is currently with Patti, there is another key, location unknown but we will attempt to find who has it before replacing.
 - Insurance Document and COI documents. Patti has insurance documents and we each signed new Conflict of Interest statements. These have been scanned and uploaded to Dropbox.
 - Each of us should take a few moments to review our profiles on the website. Any changes should be forwarded to RoseMary for upload.
 - Roster showing filled positions, vacancies & term endings
 - An updated roster was handed out and added to Dropbox.
 - Committee assignments & POWs, committee POW's were reviewed, and Chairs and Board Liaisons assigned.
 - Beautification - Chair Linda Paruta, Liaison Patti O'Brien
 - Communications - Open
 - Community Dev – Sue Roethel and Lindy Litwak will remain Co-chairs and Liaisons.
 - Governance (revised to include finance & audit) – Chair open, Liaison Sue Roethel
 - Outreach/Memberships & Sponsorships (revised to include new business alliance) Chair open, Liaison Lindy Litwak
 - Nominating Chair open, Liaison RoseMary Shaw
 - Programming & Fundraising (includes full-year events calendar) Chair open, Liaison Patti O'Brien
 - Safety & Security – Chair Jonathan Hardin, Liaison open
 - Scholarship – Chair Brian Labbigan, Liaison Patti O'Brien

CHARLOTTE COMMUNITY ASSOCIATION, INC.

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- Proposal for NEW committee: RCSD Outreach (LAYM & School 42)
 - A new committee resulting from the request of LAYM to continue and expand cooperation. The outreach will include all schools in Charlotte as well as sports teams and other youth organizations. Jonathan Hardin will chair and will develop a plan of work and a name for the committee in some way using the word Youth. Chair Jonathan Hardin
- Budget Development 2020 – On hold pending final 2019 actuals
- CCA meeting agendas: guest speakers? – Please give some thought to people we might invite to speak to general meetings.

SECRETARY'S REPORT: Approval of minutes, General Meeting 1.6.20 and Board Minutes 12.15.19 – Patti O'Brien moved to approved, seconded by Lindy Litwak, passed.

TREASURER'S REPORT: Monthly update, home computer has been repaired and updated. Expect to have up to date membership within a couple of weeks. Tax reporting will be coming up soon.

COMMITTEE REPORTS:

- Community Development

OLD BUSINESS

- Lakeside Winterfest- Patti O'Brien – Everyone should plan to be at Robach Center around 10:30 to help for the day.

NEW BUSINESS

- Inventory of records and supplies, where stored, can we come up with a central location? – tabled because of the hour.

MEETING ADJOURNMENT 10:30 PM.

ADDENDUM

Subsequent to the board meeting a self-nomination to the board was received from Tony Micciche. It was forwarded to the nominating committee which gave approval. Because Tony is well known to all of us President Sue Roethel moved via email that we approve the immediate appointment of Tony Micciche to the board. Again, through email vote 3 members aye, one abstention. Carried. Sue will contact Tony to join us at the front for the next general meeting.

Upcoming Events

2/3/20 General Meeting, 7PM, Robach Center
2/8-9/20 Lakeside Winterfest, Ontario Beach Park
2/17/20 BOD Meeting, 6:30 PM, Location TBD
3/2/20 General Meeting, 7PM Robach Center
3/16/20 BOD Meeting, 6:30 PM Location TBD

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