



Charlotte Community Association, Inc.

"A Community That Cares"

Board of Directors Meeting Minutes

Monday, February 17, 2020

6:30 PM, 173 Latta Road

Meeting was called to order by Vice President Patti O'Brien at 6:35 PM. Also, in attendance, Secretary Rose Mary Shaw and Directors Linda Litwak and Tony Micciche. President Sue Roethel could not attend but joined by phone. A Quorum is confirmed to do business.

PRESIDENT'S REPORT:

- Review of work done at January Meeting
 - Sue has not yet gotten to bank to add herself to the bank account and get another debit card. She has taken this as an action item.
 - The second mailbox key has been located and will be returned to Patti within a few days.
 - Tony has signed the conflict of interest agreement it will be filed with the others.
 - POW's for committees were covered. They all need a bit of work. This is an ongoing project.
 - 2020 Budget, since the hour was late RoseMary asked that every board member look at previous years and give feedback for budget for anything they are involved with.

SECRETARY'S REPORT: Approval of minutes, General Meeting 2.3.20 and Board Minutes 1.20.20 as amended and revised on 2.16.20. Patti O'Brien moved to accept, and Tony Micciche seconded. Approved.

TREASURER'S REPORT:

- Membership files completed and sent today.
- Monthly update, Taxes to be taken care of next month.

COMMITTEE REPORTS:

- Beautification – Patti – Working with Chairman Paruta to be sure she has what she needs. Provided an estimate for plants of \$650.00. Needs many volunteers.
- Communications – RoseMary
 - Website updates –
 - All Board members please review you profiles on the web page and provide updates to RoseMary by the next general meeting. 3/2/20
 - Newsletter Mailings – Next mailing around 2/27/20. This is the first not going under the permit and will be mailed only to paid members who have asked for mail.
- Community Dev – Sue/Lindy- Continue the work of the committee, attention to the RFP and City planning. Also working with County for updates to Robach.
- Outreach/Memberships & Sponsorships (revised to include new business alliance)- Lindy

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POST OFFICE BOX 12768, ROCHESTER, NEW YORK, 14612

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- Membership proposal- Lindy explained what she was planning and moved that we accept. RoseMary seconded. Approved.
- Nominating – RoseMary- Nothing currently
- Programming & Fundraising (includes full-year events calendar) – Patti
 - New Chairman- Sue Kroll has accepted the position of chairman
- Safety & Security – Tony will become Liaison to this committee
- Scholarship- Application to appear in the next newsletter
- Youth Outreach- New committee, Jonathan Hardin to chair, Sue will act as liaison at this time.

OLD BUSINESS

NEW BUSINESS

- Sue has provided a worksheet for inventorying anything we have at our homes that belongs to CCA. Is it something we use regularly or something to be stored? This will be kept in Drop Box once complete.

MEETING ADJOURNMENT

- At approximately 8:00 PM

Upcoming Events

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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