



Charlotte Community Association, Inc.

"A Community That Cares."

Board of Directors Meeting Agenda

Monday, January 18, 2021

6:30 PM, via Zoom

Call to order at 6:30 by Patti O'Brien (vice-President). Attendance: Patti O'Brien, Vice President/Secretary; Rosemary Shaw, Treasurer; Lindy Litwak, Director; Barbara Lake, Director. Tony Micciche, Director. Absent President Sue Roethel. Confirm Quorum.

OLD BUSINESS

- Committee Assignments & POWs for 2021 – changes before final approval (Sue R. will speak to the split in Membership (proposed community))
- Conflict of Interest Policy – signed forms required for 2021, Tabled until Sue R. reviews changes in document that Barbara Lake will send in a separate email.
- Ring Doorbell Camera – grant application – Jonathon not in attendance

NEW BUSINESS

- General Meeting February 1st – via Zoom
- Greenlight in Charlotte – invite them? Barbara Lake said YES, leverage in-kind need of a wireless connection for the CCA in the Robach Center so we can provide a connection for events and meetings, offer a promotional article on our website, social media, and newsletter to our community and business community. Barbara would be happy to work with them and offer suggestions for our Board to consider.
- Insurance for 2021 – There are two policies, General Liability – Brighton Pittsford Agency (Currently due \$852 policy# 0107039319LB for Liability for Owners and Operators) which covers Board account number # 2076D2223 questions call (585 381-1463) Patti will call and get policy declaration pages and forward to everyone and payment will be made by Rosemary with Debit card over the phone.
- Sponsorships for 2021 – nothing to discuss, tabled.

PRESIDENT'S REPORT (Patti O'Brien reporting for Sue Roethel)

- NA Presidents group – tabled.
- NW Quad – Polar Plunge update, Fred forwarded to Sue and Patti, virtual plunge this year, raise dollars, be creative, tub with ice cubes/costume and take a picture to share. The flyer is available on the NY Special Olympics' website. Patti will send the link so we can share with committees and on social media and our website.
- MNBN - tabled

VICE PRESIDENT'S REPORT

CHARLOTTE COMMUNITY ASSOCIATION, INC.

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SECRETARY'S REPORT

- Approval of minutes: GM 12/7/20 & 1/4/21 not done yet; Vote was for meetings held on BOD 12/21/20; 12/7/20 minutes: Motion-Rosemary with formal comment: the financial numbers need to be included in the minutes. Second by Patti and Tony, all in favor (Barbara Lake abstained), 1/4/2021 minutes have not been completed so they were not voted upon.

TREASURER'S REPORT

- Budget 2021 – final approval needed Rosemary will provide all the financial numbers she verbally reported to Patti directly.

COMMITTEE REPORTS:

Final approval needed. Rosemary will provide all the financial numbers she verbally reported to Patti directly, shows a loss of approximately \$2000.00. Motion: To accept the budget as proposed, Rosemary will adjust in numbers and will re-propose said adjustments for an upcoming Board meeting. Motion by Patti, second by Tony, all in favor; Barbara Lake abstained,

- **Beautification** – Linda Paruta is making her plans for spring. Will contact Patti with questions.
- **Communications** – Rosemary mentioned a slight budget adjustment was needed for training.
- **Community Development** - Barbara reported that the Harbor town document was under final review with Sue R. and tabled for future discussion.
- **Governance** – Sue R tabled
- **Membership/Sponsorship & Outreach** – Proposed split of groups, tabled Sue R. will propose.
- **Nominating** – Done (?)
- **Programming & Fundraising (Patti)** Sue Kroll is still undergoing chemo and will require surgery, so she is not going to be able to Chair this committee. Kite Flight is on the City's books for May 16th. No other info currently. Not sure if food will be able to be sold due to pandemic. We do not have anyone certified to cook. Will discuss fundraising. Lindy volunteers to work on fundraising ideas.
- **Safety & Security** – PCIC meeting is 2/16 via Zoom.
- **Scholarship** - \$2K – Brian Labigan and Patti
- **Youth Engagement** – POW submitted; budget requested \$1,250.00.

MEETING ADJOURNMENT at 7:42pm

Upcoming Events

1/19/2021	PCIC Meeting, 7 PM, virtual
2/1/2021	General Meeting, 7 PM, virtual
2/14/2021	Polar Plunge, virtual only (register at polarplunge.net)
2/15/2021	BOD Meeting, 6:30 PM, virtual
3/1/2021	General Meeting, 7 PM
3/15/2021	BOD Meeting, 6:30 PM

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