



# Charlotte Community Association, Inc.

*"A Community That Cares"*

## Board of Directors Meeting

**Monday November 15, 2021**

**75 Stutson St.**

Call to order by Sue Roethel, President at 6:38. Attendance: Patti Obrien, Vice President/Acting Secretary, RoseMary Shaw, Treasurer; Lindy Litwak, Director. Tony Micciche, Director (Absent) . Guest Jonathan Hardin. Quorum confirmed.

### **OLD BUSINESS**

- By-Law Revisions. Voting procedures (regarding by-laws revision) for December 6<sup>th</sup> General Meeting were reviewed.
- Website Maintenance – We reviewed the proposal sent by Barbara Lake. There seems to be too many unanswered questions regarding this proposal to change companies currently. We will continue to look for someone to be the Communications Director who could take over this task. Also discussed changes that may need to be made to the CCA Newsletter. This will be discussed further in the future.
- NYS Reimbursement Grant – Sue has a proposal on this \$10,000 grant. It will involve a commitment by the CCA for \$2,500 which would be reimbursed at a later date. We discussed if the CCA could manage such a large loss of funds, temporarily as we would need to wait for the government to go through their grant disbursement process. This would be a large financial burden at this time. Sue will try and contact CDCR to see if they can hold off charging us until the grant is paid back.
- Budget 2022 – RoseMary shared the 2022 proposed budget. Finances are very tight currently. We discussed the 2022 CCA Scholarship Program. We will continue to talk about this topic at our December Board of Directors meeting. The board talked about informing the CCA membership of our financial situation and seeing if there was input from members. The option of moving the 2022 Scholarship of \$2,000 to "Special Projects" was discussed. \*Note: On Thursday, December 2, 2021, the BOD approved the addendum to move the 2022 Scholarship budget amount to the "Special Projects" column to provide a more balanced budget for 2022. RoseMary will amend the budget and email the board for approval.

### **NEW BUSINESS**

- NeighborGood Grant - This Special Project funding was discussed to put together an application for the NeighborGood Grant of \$2,500. Jonathan suggested looking into using the Print Shop at East High School to do tri-fold brochures promoting the community. The cost would be much less than our regular print company and would help to fall into the parameters of the grant.
- LAYM Support Letter to RCSD – A letter has been drafted to be sent to the school district expressing the need to continue the programs at the Leadership Academy for Young Men. Outreach meetings will be held. The first meeting to speak is November 18 from 6:30 to 8:30. Register to speak by calling 262-8525. There will be another opportunity scheduled for December.

**CHARLOTTE COMMUNITY ASSOCIATION, INC.**

**POST OFFICE BOX 12768, ROCHESTER, NEW YORK, 14612**

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- Robach Center Rehabilitation – \$1,000,000 has been earmarked for much needed updates to this building.

## **PRESIDENT'S REPORT – Sue Roethel**

- NA Presidents met on 11/9/21.
- NeighborGood Grant Application – is due on 2/11/22. We discussed this subject in New Business.
- Recruitment for Communications Officer – to be discussed.

## **VICE PRESIDENT'S REPORT Patti O'Brien**

- OBPPC Meeting for November was cancelled
- Committee Plans of Work (POW) were updated and will be reviewed at the next BOD meeting.

## **SECRETARY'S REPORT Patti O'Brien**

- Approval of October's General Meeting and BOD Meeting minutes. Not approved pending edit by President.

## **TREASURER'S REPORT RoseMary Shaw**

- RoseMary discussed 2022 membership

## **COMMITTEE REPORTS We are all asked to brainstorm our plans of work for each committee going forward in 2022.**

- Beautification – Patti has budget from Linda Paruta and list of 2021 volunteers
- Business Alliance – Can we invite key people to a meeting? Can we recruit a business owner to join the BOD or at least chair this committee?
- Communications – is next iteration of 6.0 fully documented?
- Community Development – need CDCR to help refine Vision Plan?
- Governance – Work on policies & procedures manual.
- Membership – What is the plan to reach more people? 2022 renewals open now!
- Nominating – What is our succession plan? Who can be recruited as next gen leaders?
- Fundraising – Grant writing?
- Programming – What is viable to continue doing, and what needs to be discontinued? What volunteers can be recruited?
- Safety & Security – Who can be recruited and what is the focus for 2022?
- Scholarship – Award criteria and application has been revised. A timeline for outreach to schools has been revised. Should we also revise how we present award?
- Youth Engagement – Lots of good things happening with LAYM. How can we get the elementary schools involved?

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**MEETING ADJOURNMENT at 8:30 pm**

## **Upcoming Events:**

- **11/30/21**      **ROC The Day for CCA**
- **12/2/21**      **Charlotte Business Association (CBA) Meeting, 6:30 Jose Joe's**
- **12/3/21**      **Tree Lighting Ceremony, 6:00 PM Firehouse**
- **12/6/21**      **General Meeting, 7 pm, Robach Center**
- **12/20/21**     **BOD Meeting, 6:30 pm, 75 Stutson**

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