**Board of Directors Meeting**

**Monday May 16, 2022**

**75 Stutson Street**

Call to order at 6:35 by Sue Roethel, President. Present: Lindy Litwak, Vice-President, RoseMary, Treasurer, Patti O’Brien, Secretary; Jonathan Hardin, Director, Tony Micciche; Director and Tom Bruce, Director. Quorum confirmed.

**OLD BUSINESS**

* Summer Fest – This event is going to be 6/17, 6/18 and 6/19. We discussed the option of pulling out of the event. Patti motioned to continue with being a part of this event. It was second by Linday Litwak. 6 votes to continue and 1 vote no. Sue will respond to Jim Farr’s email with further questions. CCA has concerns for security of our items and electricity for the area. Additionally, we need the plan from OBPPC for the JROTC students. We discussed what we are selling at our booths and planned for a budget. Sue will do the purchasing from the Dollar Store. We will be purchasing water for sale and ice for the coolers from Wegman's using the gift card from OBPPC for Kite Flight. We believe the caramel candy person will be in our booth as well. He needs to provide the $25 booth fee.
* Door Hangers, Brochures – Lindy. The tri-fold brochures will be available by Harbor Fest. Lindy had a meeting with Ron Sauers to go over the photos. We need the URL from the Charlotte Business Association to add to the brochure. It was decided that 5,000 will be a good beginning number to have printed.
* Community Outreach – Patti. Bruce Wilder is the new Neighborhood Service Center person. We need to plan this event. Patti is having issues getting anyone in the office of 60 River Street to respond to my call to have the event in their parking lot.
* National Night Out August 2, 2022. CCA is once again needing to host this event. We need to rent the pavilion from the county.
* Scholarship Awards will be given out at our August 1st. Meeting. We will need to order cake and water and soft drinks.
* Major Fundraiser Fall 2022 – We began to discuss what type of fundraiser we need to have to grow back our funds. We thought we would try to do one in conjunction with ROC the River. Jonathan suggested we connect with KeyBank who is willing to sponsor small city/community events. Sue suggested that we get a group together to brainstorm for this event. Jonathan suggested that they do the brainstorming the May 30th Charlotte Business Association meeting. We discussed changing the event space from the Robach Center to 75 Stutson, with an adult cocktail setting on a Sunday from 3 to 5 pm. We discussed trying NOT to interfere with the Buffalo Bills games. Jonathan will put a proposal together to send to KeyBank, using our scholarship history and low funds as our motivation. RoseMary will check on the ability to get a one-day liquor license for the event.

**NEW BUSINESS**

* Board Responsibilities and POW Review and Continuity/Succession Planning. This is an important discussion and Sue reiterated that she will be stepping down at the end of the year. We need new blood in this organization, or we will need to shut down.
* CCA Website – We discussed the importance of updating the CCA website and all our social media platforms.
* Tax Filings - RoseMary let us know that filings for 2021 have been filed and were done so on time.
* CCA membership in the Charlotte Business Association – we voted on this membership, and it was passed with (6) Yes votes and (1) abstained (Jonathan).
* Donation of $100 for LAYM graduation ceremony – Jonathan requested this money to help defray costs of the final senior class graduation ceremony. RoseMary moved to donate the money. Sue second. Unanimously passed.

**PRESIDENT’S REPORT – Sue Roethel**

**VICE PRESIDENT REPORT – Lindy Litwak - No report**

**SECRETARYS REPORT Patti O’Brien** – No report

**TREASURER’S REPORT RoseMary Shaw - No report**

**COMMITTEE REPORTS**

* Beautification
* Business Alliance
* Communications
* Community Development
* Governance
* Membership
* Nominating
* Fundraising
* Programming
* Safety & Security
* Scholarship
* Youth Engagement

**MEETING ADJOURNMENT**

**Upcoming Events:**

**6/06/22** **General Meeting, 7 pm Robach Center**

**6/17-6/19** **Harbor Fest**