

# Board of Directors Meeting Minutes

Monday, March 20, 2023, 6:30 pm, 75 Stutson St.

**Attendance:** Tom Bruce, President; Lindy Litwak, Vice President; Sue Roethel, Secretary; RoseMary Shaw, Treasurer; Patti O'Brien, Director (Excused: Tony Micciche, Director to attend the PCIC meeting with RPD)

## NEW BUSINESS

- Bill Brown's email to Senator Cooney's office – Tom and Patti both responded to him, clarifying that he is not representing the CCA when he voices his opinions; CCA must remain non-partisan. We will also keep on the General Meeting agendas to review meeting protocol each month.
- Ontario Beach Park improvements – Concession building opening and construction of new spray park are on the plan of work this year for Monroe County Parks Department. OBPPC should be asked to develop programming for promoting the new ice rink.
- Clean Sweep on 4/29 – Tom will coordinate a group from the All In Brass Band and music academy to clean up the Bill Davis Overlook and the Public Library. Maybe kids from CYAA can join in.
- Kite Flight on 5/7 – Kites need to be ordered; Sue and RoseMary are handling the order with tax exemption. The old grill needs replacing; Lindy will check with OBPPC and Parks Department about it. OBPPC confirmed we'll again receive a \$500 Wegmans gift card. Lindy will use it to purchase supplies.
- Meet the Candidates event in October – We will add this to our events calendar only if there is expressed interest and/or we are asked to host one.
- Youth Engagement Committee – Barbara Lake stepped down as chairperson, so a new chair is needed. Barbara represents CBA only; Patti represents CCA only. JROTC will again be work with us at Kite Flight; they will work for CBA at Harbor Fest. Doug Escher, president of Dale Carnegie Program and member of Holy Cross Church will speak at next CCA General Meeting about his community.

## OLD BUSINESS

- Meeting w/ Adirondack Community Development on 3/19– It was held at Tropix and attended by about 10 people from the Development Committee plus 1 person from ADK. No one from NWSC attended. Everyone agreed it was a very productive discussion. One issue that is outstanding is the 65 parking spaces on Lake Ave. that will be displaced by development at the Port/Marina Overlook Site. We need clarification from the City about this before the next RFP goes out.
- Meeting w/ Developers on 3/30 & Rollout of Vision Plan – Arbor at the Port will provide setup and refreshments. Tom will bring cookies and act as emcee for the meeting. RoseMary and Lindy will manage the registration table; Sue and Barbara will present a PPT of what the community wants for the Port. The new Vision Plan should be ready to publish/share at this meeting, and it will show developers what the community wants for the Port AND the surrounding areas. Sue will prepare a handout with the PPT slides and QR code to access the Vision Plan.
- Here Comes Summer – This event will be eliminated from this year's Plan of Work. Instead, we'll need to focus our efforts on Kite Flight, Harbor Fest and maybe a ROC the Riverway event for fundraising.

## PRESIDENT'S REPORT

- NA Presidents' Meeting on 3/14 – Presentations by Bill Belec, CEO of Health Reach (Health Care for the Homeless) and Reenah Golden of BlackBox Theatre on Portland Ave. Discussion on the creation of housing options for RCSD families.

- RG&E SmartMeter public information presentation on 3/21 – Being held at 75 Stutson St., but this is *not* a CCA-sponsored event; RG&E booked the space for their event.
- Businesses interested in CCA - Tropix owner John Kabrovski and other area business owners want to become involved in CCA; Tom told him that any merchants are welcome to attend our General Meetings and update the community during the open session portion on each agenda. They can join CCA as an individual, business partner, or as a sponsor. He also encouraged them to join CBA and attend their meetings as well.
- Charlotte Business Association – Our membership with CBA is renewed for 2023. Barbara is updating the Community Directory. Last year we were given a complimentary business-card size ad for the new edition; this year it will cost \$250 for a ¼-page ad. Sue made a motion that we purchase a ¼-page ad using the remaining funds (\$260.81) on the NeighborGood Grant, as the grant is to support outreach efforts to promote the CCA. Patti seconded; motion approved.

#### **VICE PRESIDENT'S REPORT**

- OBPPC on 3/4 – Harbor Fest will be June 23-25. Lindy has the application form for vendors who are interested in reserving a booth.

#### **SECRETARY'S REPORT**

- Approval of minutes: Sue made a motion to approve the General Meeting minutes for 3/6/23 and Board of Directors minutes for 2/21/22; Patti seconded; motion approved.
- Inventory List: Sue picked up four boxes of CCA records from Patti that were presumed to be meeting minutes; instead, they were predominantly treasury files. Sue created an inventory sheet of the file contents; she and RoseMary will review and propose to the board what should be retained as permanent historical records and what should be disposed of. Then the inventory sheet should be updated and merged with the ongoing inventory of all CCA property.

#### **TREASURER'S REPORT**

- Insurance payment – Slight increase and due now; we will continue same coverage
- Income statement – Without a major fundraiser, we'll need to increase budget by \$2,500 for memberships and by \$2,000 for sponsorships.

#### **COMMITTEE REPORTS**

- Beautification
- Communications
- Community Development
- Fundraising
- Governance
- Membership
- Nominating
- Programming
- Safety & Security
- Scholarship
- Youth Engagement

#### **UPCOMING EVENTS**

- 4/3/23 General Meeting, 7 pm, Robach Community Center  
 4/11/23 Charlotte Development Collaborative, 6 pm, 75 Stutson St.  
 4/17/23 BOD Meeting, 6:30 pm, 75 Stutson St.  
 4/29/23 Clean Sweep