**Board of Directors Meeting Minutes**

Monday, May 15, 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 (Tony Micciche, Director, excused)

**OLD BUSINESS**

* **Public Discussion of Vision Plan at CCA General Meeting on 6/5:** It will be on the agenda as a 20-minute session with the community to answer questions and get their feedback. Sue will lead the session.
* **Clean Sweep on 4/29 – debrief:** CCA had clean-up teams at the Bill Davis Overlook, River St. Cemetery, and on Pattonwood Dr. The CBA had a JROTC clean-up team at Turning Point Park. Tom reported that the railroad tracks are a mess and that we should write a letter to CSX and to NYS Senator Jeremy Cooney to support ongoing clean-up efforts.
* **Kite Flight on 5/7 – debrief:** It was a successful day with good weather and lots of people. We took in $1,393, minus extra expenses not covered by the Wegmans gift card from OBPPC, the net gain was $987. We thank Tony and RoseMary for bringing her grill from home, since our old one didn’t work. For next year, we need to have a new grill, more people certified as food handlers, and secure more volunteers to help us.
* **Kite distribution to schools – debrief:** Patti distributed 800 kites to School 42 and Holy Cross. They were very appreciative. We thank Jose Peo for his discretionary grant that allowed us to provide kites to each elementary student in those two schools.
* Ad Hoc Signage Committee POW – needs approval: Sue proposed a Plan of Work for this new committee; Tom seconded; motion passed 5-0.

**NEW BUSINESS**

* **Harbor Fest – popcorn maker purchase needed:** Tom presented a quote for a machine that costs $205. Lindy made a motion to accept the quote and make the purchase in time for Harbor Fest; Tom seconded; motion passed 5-0.
* **Programming Committee Chair & members needed:** We need help to plan and execute successful events throughout the year—some as major fundraisers. Currently Lindy is focusing on the Eclipse 2024, so finding volunteers to help with other events is critical. To ease the calendar already full with our annual commitments, we will *not* have a separate celebration for the CCA’s 60th anniversary. (Secretary’s note: For the second half of 2023, we still have National Night Out Against Crime Picnic on 8/1; Scholarship Awards Ceremony 8/7; NW Neighborhood/Charlotte Outreach Picnic 9/13 or 14; ROC the Riverway Weekend Fundraiser 10/7 & 8; and Annual Tree Lighting Ceremony 12/1, plus planning for 2024 Winter Fest and 2024 Eclipse.)

**PRESIDENT’S REPORT**

* NW Rotary wants to partner with us; Tom joined them as a member.
* How can we work more cooperatively with other groups to leverage opportunities (i.e. Harbor Fest, Eclipse 2024, electronic sign ad hoc committee, October ROC the Riverway event)?
* We need to invite Jose Peo to a board meeting before he leaves office.

**VICE PRESIDENT’S REPORT**

* OBPPC: Harbor Fest sponsorships are down; plans are well underway to expand offerings for this year’s event in June.
* CBA: Lindy attended for Tom on 5/11. Jetty at the Port is definitely not opening (this is the third summer in a row that Jetty has been closed). We agreed that the CCA needs to write a letter to the City about that situation and express our concern that the lease is allowed to continue with a closed business in that prime location.
* Eclipse events coordination: Lorie Barnum assisted to find out what regional meetings we can be involved in. A Charlotte community meeting is being scheduled for the ROC2024 Eclipse team to present what the Greater Rochester Region is planning and how Charlotte can contribute. The Eclipse team is expecting CCA to be the ambassador for Charlotte. Tom and Lindy want to schedule a special board meeting in a few weeks just for this topic.

**SECRETARY’S REPORT**

* Approval of minutes: Sue moved for approval of General Meeting Minutes of 5/1/23 and Board of Directors Meeting Minutes of 4/17/22; Patti seconded the motion; motion passed 5-0.

**TREASURER’S REPORT**

* Expense report provided for Kite Flight (mentioned above). RoseMary cautioned that future expenses for events not already budgeted will need to come from the general fund because the Wegmans gift card provided by OBPPC was completely spent on Kite Flight supplies.

**COMMITTEE REPORTS**

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

**UPCOMING EVENTS**

6/5/23 General Meeting, 7 pm, Robach Community Center

6/19/23 BOD Meeting, 6:30 pm, 75 Stutson St.

6/23-25/23 Harbor Fest