

MWDC Board of Directors Meeting Minutes

October 5, 2017

Present: Michael Grande, Talia Piazza, Alaina Spanoudakis, Terry Moss, Greg Panza, Darla D'Anna, Joe Rewis, Tom Tighe, Tom Brady, Jean Novak, Chris Kail, Josh Whiteside, Curt Conrad

Excused: Kevin Kerr

Absent: None

Quorum: A quorum was present for this meeting.

1. Call to order

- Call to order – Mike Grande 6:35

2. Approval of minutes

****Motion to approve by Talia, Second by Tom Tighe – Passes unanimously****

3. 2016 Audit Presentation

- Tyler Collier Associates
 - Financial statements are fairly stated in all aspects; unqualified opinion.
 - Current assets have been decreasing (\$363,120 - transferred) as a result of the transition of EVP. Still showing a healthy cash flow, but won't be fully realized until next year when all of the assets have been realized. Some fixed assets have also been decreased as a result of the EVP transition as well in an attempt to get out of park maintenance, and into community development.
 - Biggest liability is our promissory note for the properties that are currently in land reserve, that we have not yet taken possession of.
 - Statement of functional expenses (*note EVP transfer is not shown here, as it was not an expense, but a transfer)
 - Shows how our resources are being spent; 20% of costs are on administrative items, working to reduce this ratio.
 - Terry Moss will update our Guidestar profile with most current financials
 - Statement of Cash Flows:
 - net cash used by operating activities = \$32,106
 - net increase in cash = \$43,159
 - transfer of assets (EVP) = (\$363,120)
 - Cash at beginning of year = \$393,155
 - Cash at end of year = \$73,194* (Majority of decrease from EVP)
 - Notes = Lots of work went into this section to describe the operating activities of the year. Refer to notes section for full detail.

4. Finance committee update

- Financials – Not much change from last Board meeting. Still showing a cash balance of approx. \$50k, with a year ending position of \$54k.
- NPP/CDBG update – Last Tuesday the reapplication for NPP was finished and submitted. Heard back from Ali Doyle from DCED about updating our narrative which was taken care of by Mike. Greg and Mike submitted CDBG application last Friday for Curb Appeal program and associated operating expenses in new Strategic Plan

- Curt suggests that we reach out to Councilpeople Krauss and Rudiak, in addition to Councilwoman Kail-Smith (who has been contacted) because those funds are completely at the discretion of those Councilpeople.
- Budgets are usually set in stone by mid-Dec, so connecting prior to this would be beneficial.

5. Exploratory Task Force Committee meeting

- Put together a document of “first 12 months” to accomplish list based on the new 5-year Strategic Plan.
 - Tourism, Community Development, Business Development main areas
 - Must begin an Advocacy Committee
 - Vote on this committee and to make a Bylaws change at the next Board meeting
 - Also looking to make two Ad Hoc task forces: 1) communication and marketing and 2) fundraising (Board vote not required as these are not permanent committees)
 - Website: Talia is making progress with updating the website
 - Begin online newsletter and more regular social media posts
 - Alaina has also offered to hold a “finance 101” with community members
 - Kickoff of new Strategic Plan will be unveiled at the November Community Forum
 - Attempt to hold 2 block party events in the 2018 calendar year
 - Begin some type of crowdfunding project for the neighborhood (curb appeal program, updated business directories, etc.)
 - Alaina suggested that we create a list of to-dos that we can present to the city (in some form) to see what we are able to do QUICKLY to focus our Crowdfunding efforts (ie. Paint, signage, etc.)

5. Tellers Committee

- Mary Causey, Ginny Gates, Mary McCoy have been asked and accepted the role
- Kim Barthlemes will be the backup if anybody cannot make it

****Motion to accept Tellers Committee by Darla, Second Tom Brady – passes unanimously****

6. Board Leadership Considerations (2017-18)

- Next month we elect all officers (President must be somebody already on the board already)
- Committees
 - Governance Committee chair
 - Advocacy Committee chair
 - (Economic) Development Committee chair
 - Emerald View Park Committee chair

7. Announcements

- Oct 7th – NotM will be doing a clean-up for the mount
- Toys for Tots – collection will be at The Medicine Shoppe week prior to Thanksgiving
- AmazonSmile – register CDC as a nonprofit to get year end \$ (Terry Moss to add)
- Oct 29th – Trunk or Treat event, Sycamore to Virginia will be blocked off. Shiloh St. will be closed. Call Dave Donis (412)-716-7954 to get on the map/parking spot to give out candy
 - Lions Club will be buying pumpkins for carving
 - CDC will put together a space to be part of the event (\$200 for candy/gifts)

8. Adjournment

****Motion to adjourn by Tom Tighe, Second Josh at 8:00 – passes unanimously****

Next Meeting: Nov. 2, 2017

Electronically signed by: Joshua J. Whiteside

Dated: 10/5/2017