

MWCDC Board of Directors Meeting Minutes

January 4, 2018

Present: Mike Grande, Curt Conrad, Tom Tighe, John Norbut, Kevin Kerr, Jean Novak, Darla D'Anna, Terry Moss, Alaina Spanoudakis, Greg Panza, Joe Rewis, Chris Kail, Josiah Gilliam

Excused: Talia Piazza, Natalie Carl-Gallagher

Absent: None

Visitors: None

Quorum: A quorum was present for this meeting.

1. Call to order

- Call to order – Mike Grande 6:31pm

2. Approval of minutes

****Motion to approve by Tom Tighe, Second Jean Novak. Motion carries. Josiah Gilliam and Chris Kail abstain****

3. Finance Committee Update

o Financials

- Cash flow forecast – projected to finish December at \$123,000.00. CDC also received 5 settlement statements from City Real Estate for Land Reserve properties, and they will be finalized in the next month. Four of the properties were taken out of the reserve on behalf of Hilltop Alliance. The 5th is 502 Natchez St. and will go to the CDC. \$15-20 thousand will need to be allotted to take control of the properties. At disposition process the CDC stands to break even at worst, but could also see some new revenue.

o Mosites Lease

- Came in December 2017. The added revenue will be reflected in next month's financials.

o NPP

- Received final year approval letter from DCED for a total of \$100,000. Total will come to CDC and half will go to PPC, per Parks agreement signed in 2016.

o Financials Seminar – Alaina will host a seminar on CDC financials.

Location at 608 Virginia Ave. 630pm Monday the 29th. Alaina will make a flyer for the event.

4. Committee Updates

o Development Committee

- Tom and Greg– set a goal at last meeting to have ten businesses signed up for the first meeting of the Business Advisory Council.

The first meeting is set for January 24th and, as of the January board meeting, eight businesses have confirmed. The initial goal of the Business Advisory Council is to prepare a strategic plan to support the local businesses and develop a plan to recruit businesses for business forum at the fourth Thursday in April. Tom and Greg will send a Welcome Email to businesses to outline the goals and objectives of the committee.

- Business directory – Tom has a draft that he would like the board to review. He can send it out via email.
- Participating businesses: Wallace Florist, Vibes on the mount, Galasso Real Estate Services, Love Pittsburgh, Café Cravings, Café Express, Bigham Tavern, Rewis & Yoder Law Offices, Medicine Shoppe, Red Beards, Shop'n Save, Jennifer's Hair Studio
- **EVP Committee**
 - Terry – Talia wrote a DCNR grant that has come through. The Parks Conservancy will administer the grant. The total \$80,000 will mostly go towards planning project(s) with some administrative costs coming to the CDC. Chris created a Facebook page, Emerald View Park Dispatch and has asked board members to join and share.
 - The EVP Committee will meet on January 10th and a representative of the Parks Conservancy will be there to report on everything that happened in 2017 and to map strategic plan objectives.
 - Terry also attended a PWSA meeting for a grant for Emerald View Park. PWSA wants to invest in green infrastructure and storm water retentions projects and will suggest that the next round of grants will be for projects on private property. Terry proposed a storm water retention project at Chatham Village to solve a large rainwater problem.
- **Governance Committee**
 - Financially, the CDC is prepared to post for an executive director position. Details of the job description are still being developed and will be circulated to the board prior to posting. The Governance Committee started the process by making changes to the old job description and updating metrics tables. Both are being updated to reflect the updated job description and the new strategic plan and to focus on setting achievable metrics. They will also be adjusted to reflect a staff of one. Document can also act as a living document to reflect changes in real-time.
- **Tom Brady**
 - Board suggested a project to commemorate Tom Brady's service to the CDC and the community. The 'Thank you' has not been determined, but Darla has an idea that she will explore to determine the cost and feasibility of the project.

5. IOBY – Neighbors On the Mount – Crowd Funding

- Mike met with Miriam Parsons to discuss IOBY's crowd funding services for neighborhood projects. Mike believes that there is an opportunity to work with Neighbors On the Mount for a joint crowd funding project. Both organizations could target one or more projects in the strategic plan or help with the Commemoration Project [mentioned above]. Mike will go to NOtM meeting to suggest the partnership and possible projects. Kevin suggested getting an estimate for project prior to pursuing to ensure that the project is implementable.
 - Darla suggested painting of cement wall on Woodruff. Possible conflict with DPW. Darla will look into it, she had a previous conversation with Jill from TKS office.

6. B.B.B.

- On December 20, the Better Business Bureau called Mike to offer their official accreditation to the CDC. It would be \$42 a month, or \$495 a year to include their seal on the CDC website. There was a consensus on the board to not pursue this.

7. Affordable Housing Seminar Recap

- Terry attended. Seminar designed for realtors to get people into affordable housing. Grant and financial programs for down payments for those who qualify as 'low income' or veterans. Federal Home Loan Board is interested in community development. Could invite these organizations to CDC meeting to discuss opportunities and programs.

8. Announcements

- Tom Tighe – met with Tom Brady who is still very passionate about the community. The Letter of Inquiry to the Allegheny Foundation is complete for transitional grant. Tom needs to finalize the grant budget, but once that is finished, the letter will need to be signed by Mike and approved by the board.
- Alaina- Neighbors On the Mount meeting was moved to Monday, January 8th at the Carnegie Library.

9. Adjournment

****Motion to adjourn by Josiah, Second Jean at 7:35pm– passes unanimously****

Next Meeting: February 1, 2018 – 608 Virginia Ave.

Electronically signed by: Curt Conrad

Dated: January 6, 2018