

MW CDC Board of Directors Meeting Minutes

April 5, 2018

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

Excused:

Absent:

Visitors: N/A

Quorum: A quorum was present for this meeting.

1. Call to order

- Call to order – Mike Grande 6:35pm

2. Approval of minutes

- **February**
****Motion to approve by Joe Rewis, second Darla D'Anna. Motion carries. Kevin Kerr, Tom Tighe, and Josiah Gilliam abstain****
- **March**
****Motion to approve by Kevin Kerr, second Greg Panza. Motion carries. Joe Rewis, Curt Conrad, Chris Kail, and Jean Novak abstain****

3. Finance Committee Update

- **Financials**
 - January Properties Held for Resale is \$22,360
 - February has a Gain of \$11085 from the sale of property: 502 Nantchez
- **NPP**
 - Check is still forthcoming. Mike will let board know when check arrives.
- **Audit**
 - Mike notified the board that the MW CDC is not required by state law to conduct a yearly audit, but after discussing, the board has decided to continue the practice of a yearly audit in the interest of openness and transparency.
 - Mike would like to use the same accounting firm that was used for 2017's audit. The audit process would start in June and would be completed in July.

4. Executive Director Introduction

- Mike welcomes Gordon Davidson
- Gordon circulates a packet that includes: outline of his his management structure, work experience, Executive Director Task List (does not include annual tasks)

- Gordon said the following:
 - He is working on an inventory of organization
 - He has a consensus approach to problems. Will work with board, stakeholders, and residents on all issues
 - He has a focus on economic development
 - Starting next month, he will have a monthly board report
 - Would like to find a volunteer with graphic design and computer skills or volunteers to help organize office documents.

5. Corporate Resolution

- Mike presents the Corporate Resolution of the Mount Washington Community Development Corporation to the Board
- By passing the Resolution, the board will authorize Gordon Davidson to execute the business of the MWCDC (sales agreements, deeds, indemnities, certificates, affidavits, and any other instruments of any kind of nature whatsoever and to take from time to time any other action which such officer shall constitute conclusive evidence that the terms and conditions contained in said documents or instruments have been determined to be appropriate by such officer on behalf of the Corporation pursuant to this resolution)

****Motion by Greg Panza, second by Alaina Spanoudakis. Unanimous approval****

6. Committee Updates

- **Development (Business Forum)**
 - Greg – updates on Community Forum:
 - Development on 440 Williams Streets and the proposed 4 townhomes. Community seems favorable to this development and are of the opinion that development on this part of the street will reduce blight and possibly spur more development in blighted areas. There has been some confusion on the property's zoning classification. Initially, it was believed that it was zoned Park, but upon further review, it was determined that the City has zoned it as Residential. MWCDC has agreed to provide a Letter of Support for the development of this property contingent on the stability of the hillside.
 - 1318 Grandview. The property owner has decided to develop the property into a 2 or 3 story residence. Based on concerns posed by the community the developer and owner decided to not pursue a commercial structure.
 - Curb appeal program - MWCDC needs to raise funds for this program. Would like to set up donation function through Facebook with the help of Mike and Kevin. Ideally, the program would start the end of May 2018.
 - Tom – the Business Expo is April 19
 - Need to distribute leaflets and commitments to businesses. Volunteers needed.

- Volunteers needed to set up and break down event. Also need board members to work the MWCDC table.
- Need one person to organize the kids table/games
- Need organization to raffles and giveaways
- Alaina suggest creating a coupon sheet in partnership with local businesses to help bring patrons to businesses and raise awareness.
- Board divided up outreach to business community
- **Emerald View Park**
 - Terry- March 14th meeting to discuss planning of Grandview avenue with Western Pennsylvania Conservancy. Discussed species and approximate location of new trees. March 27th PWSA did tour of green infrastructure projects, parks, and opportunities sites for grants.
 - Has created a breakdown of strategic tasks that will be spearheaded by the Committee

7. Vacant Board Seat

- Natalie resigned board position
 - 6 months into her term with 2 ½ years remaining
 - Mike can appoint a new member, but would prefer board approval
 - Mike suggests Justin Walbert. He ran in the last Election.
- **Tom makes motion, Chris seconds. Joe Abstains. Motion carries****

8. Transition Plan Proposal Update

- Tom has been developing transitional grant proposal with Allegheny Foundation.
 - MWCDC cash flow has improved since beginning of the year
 - Tom has gotten pricing for trolley, but noted it takes 6 months for the company to create.
 - Seek funding for:
 - Executive Director and Grant/Program Administrator
 - Travel and meeting expenses
 - Website, utilities, office space, marketing, promotion, outreach, furniture, legal, accounting, insurance
 - Trolley, includes: taxes, registration, operator, insurance, fuel, maintenance, storage
 - Cosmetic, art, and signage updates for overlook and business districts

9. Announcements

- Mike – received text from Coughlin's Law that they are doing a soft opening Monday 5-9pm
- Greg – Art Commission application submitted for Grandview Ave. Help from Love, Pittsburgh. Shiloh St directory will need updated. April 25th is Art Commission hearing.
- Alaina – MWCDC is sponsoring a WHAA team, total is \$200.00.

- Joe – starting event planning for the Grandview event. Need to reserve the date, but will update the Board within the month.
- Gordon – went through miscellaneous objects found in office to determine if they need to be kept.

10. Adjournment

****Motion to adjourn by Kevin, Second Tom at 7:35pm– passes unanimously****

Next Meeting: May 3, 2018

Electronically signed by: Curt Conrad

Dated: April 8, 2018