

# **MWCDC Board of Directors Meeting Minutes**

January 3, 2019

**Present:** Gordon Davidson, Alaina Davis, Kevin Kerr, Chris Kail, Terry Moss, Jean Novak, Joe Rewis, Greg Panza, Gale Schwartz, Justin Walbert, Corey Diethorn, Tom Tighe, Curt Conrad

**Excused:** John Norbut, Perry Ninness

**Absent:** Darla D'Anna

**Visitors:**

**Quorum:** A quorum was present for this meeting.

## **1. Call to order**

- Call to order – Alaina Davis at 6:40pm

## **2. Approval of minutes**

**Joe Rewis is listed twice, scratched from the minutes**

**\*\*Motion to approve by Tom Tight. Second by Jean. Justin abstain. Motion passes.\*\***

## **3. Finance Committee Update**

1. Financials
  - a. Perry had a great meeting with Michelle, ready to hit the ground running.
2. We billed CDBG \$7,500, which is noted in financials, check was received December 21st to cover reimbursements.
3. Making progress in ongoing discussions around cash flow with property transactions in our relationship with Hilltop Alliance.
4. Block party deposits continuing incoming – we're expecting to report approximately \$16,000 in profit from the event.

## **4. Executive Directors Report**

### **A. Status/Updates**

- a. Grace St properties disposition - sales agreement and developer's MOU submitted by developer - under review.
- b. Contingency-based no-interest loan agreement between HA and MWCDC in planning stage.
- c. MWCDC committees and emergency points of contact need to be finalized.
- d. Committee Reports for board retreat
- e. Thank You letters sent to 1000 Grandview Association

### **B. Income and Proposals:**

- a. CDBG 2017-2018 (\$7500) payment deposited.
- b. CDBG/ACCBO 2018-2019 contract documents under review by City of Pittsburgh

- c. Invoicing for Hilltop Alliance Acquisition Management 2018 (\$1000 plus expenses reimbursements) still in flux re: issues with endorsement reimbursements and timing of HA to MWDCDC payments.
- d. Foundations proposals (Capital Campaign and proposal packages) due immediately after Board Retreat.
- e. Visitor's Center concept paper due to VisitPittsburgh. Estimated funding is \$5,000 pass-through. Still in planning stage.
- f. MWDCDC to make decision on Housing Opportunity Fund - Research required - on-going.
- g. VISTA volunteers micro-proposal (to PCRG/VISTA) submitted - no response expected for months.
- h. PWSA billing appeals on-going.

**C. New Projects/Initiatives**

- a. Property assessment appeals. On going.
- b. Volunteer program started to clean/clear yards and interiors of MWDCDC-owned properties.
- c. Long-term sustainability check-list. Exhaustive list of concepts for how nonprofits raise funds/bring in revenue.
- d. Capital Campaigns "blurbs". Gordon submitted document to board members about the concept. Structured in a way to entice foundation funding priorities.
- e. Gordon included a survey about the Capital Campaign document for board members to complete.
  - i. Due to Gordon before the board retreat.

**5. Committee Updates**

- 1. Advocacy
  - a. Committee has received minutes from 2018 meeting and the names of attendees.
  - b. Committee is meeting January 22<sup>nd</sup> to prepare agenda for the February meeting
  - c. February public meeting will be held the last Wednesday of the month. Location to be determined.
- 2. EVP
  - a. 2018 closed with record rainfall in Pittsburgh. One landslide in Mt Washington. Forestry Department will attend community forums in 2019 to discuss their department, constraints, and priorities.
  - b. EVP committee meeting with Forestry Department and other stakeholders January 11th at 10am.
  - c. Invasive tree species will continue to be removed and replaced with indigenous trees that help to stabilize hillsides. This is an expensive project and requires a lot of coordination with other nonprofits (like PPC and Western PA Conservancy).
  - d. Next meeting will be January 9th 5:30-7pm.
- 3. Development
  - a. January 9th special meeting with Senko Construction and property owner about 8 townhomes being built on Grandview/Merrimac.

- b. Plymouth and Grandview house under construction.
  - c. MWCDC attended "Ground breaking" ceremony for homes on Republic St.
  - d. 3rd Wednesday of odd months.
- 4. Governance
  - a. Board Retreat will be January 26th 10am-4pm.
  - b. Will include a neighborhood tour
- 5. Organizational Advancement
  - a. Community forums will be spearheaded by Executive Officers. Teams will be formed around each of the four officers to help plan out the meetings.
  - b. Goal: to distribute good news to community through website and social media.
  - c. Alaina and Kevin are meeting with Fame 15 to discuss their marketing services.

## **6. Announcements**

- A. PPC Community Engagement Committee Appointment
- B. Neighbors on the Mount not meeting January
- C. Alaina, Gordon, and Greg are meeting with the owner of 131 Shiloh St Saturday January 5<sup>th</sup> to discuss the owner's proposed tenants.
- D. Alaina needs to find documents on Emerald View Park. She will be looking through documents on Saturday and needs board help.
- E. Alaina will also be meeting with a Post Gazette reporter on Saturday to discuss the CDC.
- F. Gordon needs committee reports before January 9th to announce the MWCDC plans for 2019.

## **7. Adjournment**

**\*\*Motion to adjourn by Curt, Second Joe at 8:31pm– passes unanimously\*\***

Next Meeting: February 7, 2019

Electronically signed by: Curt Conrad

Dated: January 15, 2019