

## **Minutes MWDC Board of Directors Meeting**

**Thursday, January 2, 2020**

**Present:** Tom Tighe, Terry Moss, Gordon Davidson, Darla D'Anna, Chris Kail, Perry Ninness, Lawrence McCullough, Jean Novak, Joe Rewis, Gale Schwartz, Mary Causey

**Excused:** Vinny Naccarelli, John Norbut

**Absent:**

**Visitors:**

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

### **1. Call to Order 6:30 PM Perry**

### **2. Approval of Minutes (December)\***

Motion to approve the minutes of December 2019 made by Darla, seconded by Jean. Approved.

### **3. Board Committee Roles**

Perry and Gordon stressed the importance of leading and joining committees. Several present signed up. Gordon will share committee notes with Secretary for update of Board Contact sheet.

### **4. Confirmation of Volunteers Program Manager\***

Gordon presented the job description for a new unpaid Volunteers Program Manager position. Longtime volunteer Amanda Abernathy had submitted her resume and qualifications.

Mary moved to approve the new position description and to confirm the appointment of Amanda. Chris seconded. Approved.

### **5. Property Acquisition and Disposition Policies**

Working with the Development Committee Gordon polished and clarified the draft policy. Finalized policy will be presented at Board retreat.

### **6. Board Retreat(s) Planning**

Perry and Gordon have planned two dates, 1/18/20 for the Board and staff and 2/8/20 a session facilitated by BoardsWork. Attendance is required for board members.

### **7. Proposals (Reports)**

Gordon detailed proposals submitted and planned including one foundation who will make a decision in June, 3 Foundations contacted. Small grants BizBuzz and Love Your Block are in progress.

### **8. Litigation**

Gordon has complied with all requests.

## **9. Party on the Mount**

Chris reported that final numbers from last month waiting on vendors who need to invoice MWCDC. ETA for final 2019 report next month. 2020 POTM is going very well, many repeat sponsors.

## **10. Executive Director's Report**

Gordon reviewed the activities and tasks completed last month. See attachment to minutes.

## **11. Committee Updates**

- a. Advocacy-Gail is leading effort to plan for 2020 Committee activities/roles. Drafted letter to PCRG in support of the Community Reinvestment Act which is facing threats.
- b. EVPS Terry & Chris updated on Shaler Street improvements. PWSA has not released a new round of grants.
- c. Development Tom announced that PNC Bank will be Business speaker at January Forum. Developer will convert St. Mary's Grade School to apartments.
- d. Finance Perry suggested that activities of Finance Committee could be most easily summarized under an Assets & Awards subheading. This list was presented at 1/18 Board Retreat and will be included in the agenda and minutes. Assets and Awards list attached.
- e. Governance Jean and Joe are reviewing and improving MWCDC policies and procedures and will meet to review the HR policy.
- f. Organizational Advancement Tom stressed that it is critical for Committee chairs to finalize their year-end reports. They will be presented at Board retreat and February Forum by Committee Chairs. These reports are used to measure progress against MWCDC's Strategic Plan.

## **12. January Community Forum**

Gordon announced that PNC Bank, Alcosan, ELDI & Hill District CDC will present.

2020 Community Forums Planning is underway.

## **13. Announcements**

## **14. Adjournment 8:15 PM Perry**

\* Board Action Required

Next Meeting: February 6, 2020 6:30 PM

Draft Minutes

Electronically signed by Therese Dillman Moss Secretary MWCDC Board of Directors

## Executive Director's Report MWCDC Board of Directors Meeting, January 2, 2020

### **1) Status/Updates**

- a) Paychex Retirement Services ex-employee retirement plan letter to request rolling-over existing plans to begin. P. Ninness to receive full control over 401k Plan administration.
- b) Early: Media Collective contract for Party on the Mount for signature – will be completed.
- c) Litigation. Discovery in progress.
- d) VISTA search is on-going – one possible candidate. Rolling “start time” for hire.
- e) 14 Greenbush ST (Southern Avenue) – mural and fence offer mailed to the owners.
- f) Grandview Park “Letter Board” proposal approved in principal. Agreement forwarded to MWCDC Board, then to DPW.
- g) BoardsWork Board Training Retreat is February 8. MWCDC (internal) Board Retreat is January 18.
- h) January Community Forum planning and contacts in progress.
- i) Draft Property Acquisition and Disposition Policies created.
- j) Draft NIF consulting RFP created.
- k) Shiloh Street Parking Plaza remediation proposal to be reviewed by NOTM.
- l) New MWCDC volunteer opportunities initiative to be coordinated by Amanda Abernathy, MWCDC’s proposed Volunteer Programs Manager.
- m) 134 Ruth ST disposition in flux.
- n) RFP for disposing of vacant properties in progress.

### **2) Income and Proposals:**

- a) ACCBO 2020 proposal award and contracts received. Contract documents being prepared.
- b) CDBG RFP 2019-2020 is planned to be issued by the City.
- c) Craig’s List project at 49 Southern AVE – gas stoves should have been sold.
- d) 3 Foundation inquiries to start.
- e) A foundation proposal submitted. Will be reviewed in June 2020 (due to changes in fndtn’s strategic planning).
- f) Love Your Block proposal due January 31, 2020.
- g) BizBuzz proposal to be developed by Greg Panza.

### **3) New Projects/Initiatives**

- a) Real Estate Tax Assessment appeals.
- b) Midtier Bankers Collaborative Council (MBCC) presentation in 2020.
- c) Karina Ricks (DOMI) meeting on January 16; Jim Ritchie (PAT) meeting on January 22.

### **4) Notes and Tasks**

- Donations Letters from John, Corey and Darla.

## **Assets and Awards 2018 - 2020**

January 13, 2020

### **ASSETS:**

1. 49 Southern AVE (w/structure)
2. 4 Gaskell ST (w/structure)
3. 221 Southern AVE (w/structure)
4. 79 Craighead ST (vacant)
5. 134 Ruth ST (vacant)
6. 90 Beltzhoover AVE (vacant)
7. 94 Beltzhoover AVE (vacant)
8. 33 Boggs AVE (vacant, non-Reserve)
  
9. 28 Marne WAY (11-14-2021, w/structure)
10. 26 Ruth ST (11-14-2021, vacant)
11. 242 Southern AVE (11-14-2021, vacant)

### **AWARDS:**

1. 2018-2019 ACCBO (\$45K)
2. 2018-2019 CDBG (\$2.5K)
3. 2020 Neighborhood Initiatives Fund (\$20K, \$20K pass-through to consultant)
4. 2019-2025 Neighborhood Partnership Program (\$100K per year, \$25K pass-through to PPC)
5. 2019-2020 ACCBO (\$47.5K)
6. 2015-2019 PWSA (\$1K received 01-13-2020)