



MOUNT WASHINGTON
COMMUNITY DEVELOPMENT CORPORATION

Meeting Room, 1 Trimont LN
Pittsburgh, PA 15211

**Board of Directors Meeting
Thursday January 5th, 2023**

AGENDA

- | | | |
|--|--------------|--------------------|
| 1. Call to Order | 6:30-6:35 PM | Perry |
| 2. Approval of Minutes, December 1, 2022 * | 6:35-6:40 PM | Sheen |
| 3. Officer Elections * | 6:40-6:50 PM | Perry |
| Treasurer | | |
| Secretary | | |
| 4. Review of Proposed Bylaw Changes | 6:50-7:15 PM | Perry |
| 5. Committee Reports | 7:15-7:45 PM | All |
| A. Finance | | Perry |
| B. Hilltop Alliance | | Mary |
| C. Governance | | Sheen |
| D. Organizational Advancement | | Sheen |
| E. EVPS and EVP Master Planning | | Jean |
| F. Advocacy | | |
| G. Development | | Christina |
| H. PCRG/VPWG | | Christina / Gordon |
| I. POTM | | Joe |
| J. NOTM | | Sheen / Gordon |
| K. Nominating Committee | | Bob |
| 6. Executive Director's Report | 7:45-8:05 PM | Gordon |
| 7. Announcements | 8:05-8:10 PM | All |

* *Board Action Required*

- Next Meeting: January 5, 2023

The Board: Perry Ninness (President), Sheen Sehgal (Vice President), (Treasurer), (Secretary), Anne Burroughs, Christina Grossman, Robert Kohnfelder, Jean Novak, Joe Rewis, Raina Sharma, Tom Tighe, Bob Zilch



MOUNT WASHINGTON
COMMUNITY DEVELOPMENT CORPORATION

Meeting Room, 1 Trimont LN
Pittsburgh, PA 15211

Board of Directors Meeting
Thursday January 5th, 2023

Executive Director: Gordon A. Davidson

Hilltop Alliance (HA) Representative: Mary Causey

Pittsburgh Community Reinvestment Group (PCRG) Representative: Gordon, Christina

Pittsburgh Parks Conservancy (PPC) Representative: Jean

Neighbors on the Mount (NOTM) Representative: Gordon (ex-officio), Sheen

Upcoming Meetings and Events: Hosting Mayor Gainey w/URA, VisitPittsburgh, PRT – Senior Center –
Jan 12, 2023 – 6:00 PM



MOUNT WASHINGTON COMMUNITY DEVELOPMENT CORPORATION

Board of Directors Meeting Minutes

A meeting of the Board of Directors of the Mount Washington Community Development Corporation (MWDC) was held in the Meeting Room at 1 Trimont LN, Pittsburgh, PA 15211 on January 5, 2023.


Gordon Davidson (Absent: Excused) - Executive Director
Perry Ninness - President Sheen Sehgal - Vice President
Anne Burroughs - Christina Grossman - Robert Kohnfelder - Jean
Novak - Joseph Rewis - Tom Tighe - Raina Sharma - Bob Zilch

- A. The meeting was called to order by Perry at 6:33 PM. A quorum was present.
- B. Approval of Minutes, December 1, 2022: The Board amended and approved the minutes based on Sheen's email comments.
- C. Casey Quinn and Ken Gianella resigned from the Board.
- D. Nominations and Approvals for Secretary and Treasurer
 1. Treasurer: Joe
 2. Secretary: Raina
- E. Committee Reports
 1. Finance. No Report. Gordon was ill and did not attend this meeting.
 2. Hilltop Alliance. No Report.
 - a. Governance - A meeting is needed.
 - b. Organizational Advancement - Need to follow-up on staging for the River City Brass Band proposed performance at the May 20, 2023 POTM.
 3. EVPS
 - a. Master Plan submitted to city.
 - b. Next meeting on January 18.
 - c. Advocacy - Have not had a meeting yet.
 4. Development
 - a. VFW Street Banners Project Phase I banners were hung.
 - b. VFW Street Banners Project Phase II banners are on-hold.
 - c. List of Businesses: Tom has a question for Gordon before publishing the most recent version.
 - d. Christina will meet with Tom before taking over as Chairperson for the committee.
 5. VPWG. No Report. Gordon was ill and did not attend this meeting.
 6. POTM
 - a. Hopefully will have a meeting next month (February) to kick things off for the May 20 POTM.
 - b. Spring Fling as the next name? Waiting on meeting with events consultant.
 7. NOTM
 - a. Cooperative planning for Mountie Mixer 2023 – Café Nikos will be the location. Planned for February 15.

- b. Event budget will be about \$300 for MWCDC.
- 8. Nominating Committee
 - a. Want to operate the committee year-long.
 - b. Bob is still the Chairperson.
 - c. Gordon has a person in mind to join committee meetings and then maybe join the Board.
 - d. A local firefighter mentioned by Anne is interested in joining the Board.
- F. Bylaws Amendments
 - 1. The Board will vote on the proposed changes in February. Until then, Board members should review the proposed changes and submit comments.
 - 2. Changes agreed upon during this meeting include:
 - a. Article V
 - 1. Strike "Support the purposes of the MWCDC, and".
 - 2. Delete "all" from the first sentence and replace with "the".
 - b. Pull Article VII, Section 3 to rework.
 - 1. Allow three consecutive elected terms.
 - c. Section 9: compensation
 - d. Replace with "...shall receive no more than fair market value...".
 - e. Article 5 section 4
 - 1. Revise to "shall consist of simple majority of members voting".
 - 2. Will be consistent with the board section on quorum.
 - f. Remove appendix
 - 1. Need to have simplified rules for community meetings but not in Bylaws.
- G. Notify board about issues, materials, x amount of time, etc.
- H. Annual Committee Reports due by the end of January.
- I. Final version of new strategic plan year plan is almost ready, should be ready to present at next meeting.
- J. 6 Boggs Avenue was approved by the URA for use as a home for the Washington Heights Ecumenical Food Bank, one affordable rental housing apartment and nonprofit storage space.
- K. Perry: Would like to start working on an Advisory Board plan for MWCDC.
- L. Upcoming meeting on January 12 at the Senior Center at 6:00 PM with the Mayor, URA, Visit Pittsburgh and PRT.

The Board Meeting was adjourned at 8:26 PM.

Respectfully Submitted:

By: 
 (Signature)

Name: Sheen Sehgal
 (Name)

Title: Vice President, MWCDC Board of Directors

Date: January 31, 2023

Executive Director's Report

MWCDC Board of Directors Meeting, December 1, 2022

1) *Status/Updates*

- a) TFUU project to coordinate with City officials first quarter of 2023.
- b) **March 2023 – MWCDC's Annual "Green" Forum.**
- c) **February 16, 2023 Community Forum proposed as MWCDC's Year-in-Review.**
- d) Miramar Community College (San Diego, CA) business districts phone app template project completed.
- e) MWBE and properties repairs contracting ongoing.
- f) **Matt Colantonio's last day as MWCDC's Research and Outreach VISTA is January 18.**
- g) Annual Committee Reports for 2022 to be edited.
- h) New strategic plan in final edits.
- i) Bylaws review revisited.
- j) **6 Boggs AVE pro forma and WHEFB lease in progress.**
- k) **RCO recertification.**

2) *Main Projects:*

- a) Foundation and state proposals.
- b) Properties management.
- c) MWBE business incubator project.
- d) Shiloh Street Parking Plaza parklet remediation.
- e) 6 Boggs Avenue / WHEFB project.
- f) MWCDC Strategic Plan 2023-2027.
- g) VISTA application 2023

3) *Income and Proposals:*

- a) **Received NPP 2022-2023 award.**
- b) Community First Grant Program with Mount Washington Community Garden, application in progress.
- c) **6 Boggs Avenue and Food Bank Permanent Home purchase proposal submitted to URA/Land Bank (award, a purchase opportunity, received)**

4) *New Projects/Initiatives*

- a) Placer.io business data platform review, forwarded to URA.
- b) **HA invoice 2022.**
- c) 2022 time sheets wrap-up, personal-time-off accrual and vacation accrual.
- d) **Audit 2022 (Letter of Engagement).**
- e) Annual insurance review.
- f) Challenging Site Affordable Housing Design Studio proposal re-submitted to CMU School of Architecture – may be reviewed (again) in the summer.
- g) Ethics training, University of Pittsburgh School of Social Work.
- h) **Management Consulting Project with the Heinz School at Carnegie Mellon University on an MWCDC Conservatorship Program. (accepted)**
- i) **Nonprofit Clinic, University of Pittsburgh Project on Board management. (accepted)**
- j) **94 Beltzhoover AVE disposition project.**



MOUNT WASHINGTON

COMMUNITY DEVELOPMENT CORPORATION

Board of Directors Meeting Minutes

A meeting of the Board of Directors of the Mount Washington Community Development Corporation (MWCDC) was held in the Meeting Room at 1 Trimont LN, Pittsburgh, PA 15211 on December 1, 2022.

Gordon Davidson – Executive Director

Perry Ninness (Absent, Excused) - President

Sheen Sehgal - Vice President

Casey Quinn – Treasurer

Ken Gianella - Secretary

Anne Burroughs - Christina Grossman - Robert Kohnfelder - Jean Novak - Joseph Rewis

(Absent, Excused) - Raina Sharma - Tom Tighe (Absent, Excused) -

Bob Zilch (Absent, Excused)

- A. The meeting was called to order by Perry at 6:36 PM. A quorum was present.
- B. Approval of Minutes, November 3, 2022: Motion to approve by Christina, second by Casey, motion approved.
- C. Gordon presented the final draft of the 2023 Annual Budget. Motion to approve by Ken, second by Casey, motion approved.
- D. Committee Reports
 1. OAC
 - a. Discussion about River City Brass Band playing at May 2020 POTM – staging needed. Motion to table discussion by Sheen , second by Casey, motion approved.
 - b. Discussion to purchase twenty “Banquet Tables.” Motion by Ken to purchase twenty banquet tables, no second.
 - c. OAC to work with Gordon to work out a proposal for the purchase of twenty Banquet Tables to be used by MWCDC and other local nonprofit organizations.
 2. Advocacy - Mary Causey has agreed to be the committee Chairperson if approved by the Board. The Board approved Mary as Advocacy Committee Chairperson.
 3. Hilltop Alliance. No Report
 4. EVPS
 - a. The committee will meet in January.
 - b. PPC
 - i. A PPC annual event is next week!
 - ii. Complaint about park conditions should be submitted to 311.

- iii. The City budget did not include Parks tax funds to be used by PPC.
 - iv. MWCDC may submit a Letter of Support for reallocation of Parks Tax funds to PPC.
 - v. Discussion about Park-related equipment.
 - vi. Discussion about grants availability for Park-related efforts. Gordon has some information about this.
5. Development Meeting
- i. Will meet on December 13.
 - ii. Nominating Committee - Need a person to actively chair the Committee.
6. Development
- i. Christina will be the new committee Chairperson.
 - ii. The Veteran's Day celebration was a success.
 - iii. The MWCDC website updates are ongoing.
7. Governance - Bylaws Amendments (No report).
- F. Executive Directors Report (see attached)
- A. The Irises Planting Project is complete. See Gordon for details about future distribution.
- G. New Business
- A. Purchasing property on Boggs Avenue for the Mount Washington Ecumenical Food Bank.
 - B. Another meeting is planned with the developer of the Grandview Home project.
- H. President's Report

The Board Meeting was adjourned at 8:35 PM.

Respectfully Submitted:

By: Ken Gianella (submitted electronically)
(Signature)

Name: Ken Gianella Title: Secretary, MWCDC Board of Directors
(Name)

Date: December 29, 2021

Executive Director's Report

MWCDC Board of Directors Meeting, December 1, 2022

1) *Status/Updates*

- a) Strategic Plan 2023-2028 Project progressing. Mission, Vision, Goals, Ongoing Activities, and transition text finalized. Graphics design in progress.
- b) ***Committee Reports are due the first week in January.***
- c) December 13 DAM planning (EVP trailheads renovations).
- d) Meeting with the Mayor on November 19 at the MWHALC.
- e) Final version of Community Survey 2022 with M. Colantonio – distributed to the Board.
- f) Streetscape amenities list prepared for TFUU.
- g) Sale of MW CDC-owned properties for Allentown LIHTC coordination w/Hilltop Alliance.
- h) ***Monongahela Incline closure issues management.***
- i) ***Revised 2023 Annual Budget sent to Board.***
- j) **Committees assignments: Robert K., Raina**
- k) **Emergency Contact: Casey, Anne**
- l) **Preferred Phone Number and Address: Casey, Anne**

2) *Main Projects:*

- a) Properties Sales Project.
- b) Properties Management Project.
- c) MWBE Post-Incubator Project.
- d) NPP reporting for 2021-2022.
- e) Strategic Plan 2023-2027

3) *Income and Proposals:*

- a) Foundation proposal, on housing and sustainability (awaiting decision).
- b) Foundation proposal, on housing (in preparation).
- c) Foundation proposal, on sustainability (in preparation).
- d) FHWA Scenic Byways 2022 (awaiting decision).
- e) NED 2022-2023 award not received.
- f) PA Archiving grant (awaiting decision).
- g) ***6 Boggs Avenue and Food Bank Permanent Home purchase proposal submitted to URA/Land Bank (awaiting decision).***

4) *New Projects/Initiatives:*

- a) ***Washington Heights Ecumenical Food Bank permanent home proposal.***
- b) Meetings with the Mayor.
- c) Pittsburgh Coalition on the Intersection of Race, Disability, Ethnicity and Poverty.
- d) Neighborhood Iris-Sharing Project begun at 608 Virginia AVE.
- e) "No Vending" sign project for Grandview Avenue with Grand Brew Café and Office of Theresa Kail-Smith.
- f) Repair of two shop vacuums for MW CDC office, with volunteer.
- g) ***Tourism Enhancement Project proposal (accepted by Miramar College via Riipen).***

- h) **Staff and Board Management Plan proposal submitted to Nonprofit Clinic at GSPIA (awaiting decision).**
- i) **Organizational Sustainability Plan proposal submitted to Nonprofit Clinic at GSPIA (awaiting decision).**
- j) **Conservatorship Program proposal submitted to Heinz School (awaiting decision).**
- k) **Tepper School of Business Affordable Rental Housing and Sustainability Project (accepted).**
- l) **Shiloh Street Business Survey proposal submitted to Riipen/University of Florida (accepted).**

5) On-going Projects:

- a) MWCDC policies updates w/Governance Committee.
- b) Employee Manual, incorporation of reviewer comments.
- c) Curb Appeal Program design and implementation – emphasis on completing Yard Improvement Program (YIP) and Grab Bar and Handrail Installation Project (GHIP) documentation.
- d) Visitors’ Centers pre-planning.
- e) Problem Properties Program.
- f) MWCDC Strategic Plan development.
- g) Payroll and 401k management replacement project.
- h) Community Forums/Meetings Audio/Video Recording Project ongoing.
- i) Hilltop Alliance property management.
- j) Improve the July 4 Experience Project.
- k) HOF Administrator Project.
- l) Task Force on Undergrounding Utilities (TFUU).
- m) Republic Street Rain Garden Remediation Project – this will be removed from the E.D.’s report since it is part of an EVP trailheads renovations project.
- n) Neighborhood dumpster and “No Dumping” signs project.
- o) Request for Art (in MWCDC Offices areas).
- p) Nominating Committee 2022 review.
- q) MWCDC organization business card project.
- r) PWSA billing error project (one of two errors corrected).
- s) AmeriCorps VISTA re-application for 2023.
- t) POTM 2022 reconciliation.
- u) MWCDC YouTube Channel Project.
- v) **6 Boggs Avenue Permanent home for the Washington Heights Ecumenical Food Bank.**
- w) Monongahela Incline Closure concerns management.

Assets and Awards

ASSETS:

1. 49 Southern AVE (w/structure) – Program property
2. 4 Gaskell ST (w/structure) – Program property
3. 221 Southern AVE (w/structure) – Program property
4. 79 Craighead ST (vacant) – Probable RFP
5. 134 Ruth ST (vacant) – Possible MWCDC Side Yard Sale Program property
6. 90 Beltzhoover AVE (vacant) – Possible MWCDC Side Yard Sale Program property
7. 94 Beltzhoover AVE (vacant) – Project property

To be Purchased:

8. 28 Marne WAY (11-14-2021, w/structure) – Possible Program property
9. 26 Ruth ST (11-14-2021, vacant) – Probable MWDCDC Side Yard Sale Program property
10. 242 Southern AVE (11-14-2021, vacant) – Probable RFP

AWARDS AND DONATIONS (2019-2022):

1. 2019-2021 VisitPittsburgh (\$6K) (\$3000 payment received November 2019)
2. 2019-2025 Neighborhood Partnership Program (\$100K per year, \$25K pass-through to PPC) (\$100K received January 2020)
3. 2020 Love Your Block (\$1500, postponed until 2021)
4. 2020-2021 Richard King Mellon Foundation (\$25K, \$22.5K pass-through to PPC) (payment received April 2020)
5. 2020-2021 Neighborhood Economic Development (\$20K).
6. 2021 Port Authority of Allegheny County for Grandview Banners and Shiloh Street signage (\$3K).
7. 2021 Richard L. and Virginia M. Fischer Foundation, unrestricted (\$10K).
8. 2020-2021 Paycheck Protection Program forgivable loan (\$23,662.17).
9. Spring 2021 GSPIA Nonprofit clinic award.
10. Spring 2021 SWCOSA award.
11. 2021-2022 Sidewalk Sales Program, URA (\$3K)
12. 2021 Federal Community Service Work Study 2020-2021, Heinz School, Carnegie Mellon University, GIS/Built Environment Intern, June3
13. 2021 Wagner Agency Corporate Sponsorship w/T. Moss (\$175.00).
14. 2021 Love Your Block (\$1500).
15. Fall 2021 Incline Consulting Group award, Foundations Research, Event Planning Framework and Website Improvements Project, September 1, 2021
16. 2021 Neighborhood Initiatives Fund (\$30K, pass-through to contractor(s), awaiting contract)
17. 2022-2023 NPP (\$100K, \$25K pass-through to PPC).
18. 2021-2022 NED reprogrammed funds (\$22,609.82)
19. 2022 Richard King Mellon Foundation Emerald View Park trail management and invasive plants management planning grant, with Pittsburgh Parks Conservancy (\$168K, \$152.5K pass-through)
20. 2022 Community Festival Grant, City of Pittsburgh (\$1K)
21. 2022-2023 URA Outdoor Dining Grant Program (\$30K pass-through)
22. 2022 Tourism Experience Enhancement Project award (Miramar College)
23. 2022-2023 Affordable Rental Housing and Sustainability Project (Tepper School of Business, Carnegie Mellon University)