

**Charles Village Community Benefits District Management Authority
Board Meeting
January 8, 2008
Future Care-2700 N. Charles Street
Baltimore, Maryland 21218**

Present:

Ron Griffin	Steve Gewirtz
Nancy Smith	Derek Demaree
Dana Moore	Robin Truiett-Theodorson
Susanne Riveles	Rob Books
Dawna Cobb	Jane Honeycutt
Gary Letteron	Jay Orr

Invited Guest:

David Hill

The meeting was called to order at 7:05 pm with a quorum present

Approval of Minutes-Minutes of November 13, 2007 board meeting that were approved in December were reopened for reconsideration to correct some minor changes in language. Approval of these changes was unanimous. Changes to the December minutes were noted and after that were adopted by unanimous consent.

Oath of Office-Mr. Mackey from the Baltimore City Clerk's Office, issued the Oath of Office to Rob Books, Jay Orr, Steve Gewirtz, Nancy Smith and Jeff Millard. Any board members who need to be sworn must go to room 610 of the Clarence Mitchell Courthouse. An appointment is not necessary.

Executive Director's Report-Mr. Hill reports that he expects the move to the new office to occur as scheduled on the weekend of February 2 and 3. He made the following observations and/or provided the following information in response to questions concerning his written report:

A \$2500 contribution has been received from Streuver Brothers, Eccles & Rouse. The upcoming public forum has been changed to February 9. Announcements will be sent out tomorrow though there has been a bit of difficulty getting a location. The CVCBDMA sold 170 recycling bins at the Waverly Market on December 22 and will sell more this weekend.

Mr. Hill has developed a funding request to Abell for \$65,000 and expects it will be about 4-5 weeks before we know if the request is granted.

March 25 is the date proposed for the annual public meeting to discuss the budget for the next year.

The October tax revenue payments from the City were delayed so two payments were received at once. Usually the payments are received monthly.

The CVCBDMA will pay a pro-rated rent to the Foundation for the last month's rent. The new space has meeting space for our board meetings and committee meetings.

Committee reports

Finance Committee- Jeff Millard discussed the balance sheet. A revised budget shows current income and expenses and how they vary from the original budget projection. The current balance sheet reflects unexpected expenses and income that were not budgeted.

Executive Committee-Ron Griffin noted that the instrument that will be used to evaluate key employees. Ron and Robin will meet with each employee after they have had a chance to fill out the form.

Governance committee-Jeff Millard stated the most important issue before the committee is the by-law changes. Mr. Gewirtz wanted to bring to the board's attention new information concerning the election. The Board agreed that this information should be presented to the Governance Committee. Board members proposed some additional changes to the by-laws. Several were adopted by the Board by consensus. Section 2.14 regarding grounds for board member removal was edited to exclude "not limited to" and added at the end " or similar action." A motion to approve new language was passed. A motion to amend 5.03C to provide two budgets was defeated. Section 5.03(B) was discussed at length. Mr. Gewirtz's motion to include "majority" in first sentence and delete the second sentence was defeated. Mr. Gewirtz made a motion to include a new section, which provides that a MOU shall be adopted annually with any fiscal agent such that the financial agent would be subject to the Open Meetings Act and the Public Information Act. The motion was defeated.

Safety and Sanitation- Rob Books discussed the forum on safety and sanitation. There will be two three hours sessions on safety: One in the morning and one in afternoon. This committee hopes to use a survey to gauge the concerns of those in attendance. The survey will be put on the web and in the newsletter. The committee has started reviewing the community baseline agreement and will share their review with the board in a couple of months.

Communications and Outreach-Suzanne Riveles reported that the fundraising campaign has not kicked off yet, but will soon. She believes that the opening of the office would be good for fundraising. This committee proposes selling postcards of the photographs in the Charles Village cookbook. Rob Books has agreed to chair the committee for two months while she is away.

Public comment: Daniel Raphael Hernandez- Acosta stated that he lives in Charles Village and attended the meeting because he wants to be informed about the neighborhood.

Announcements: None

The meeting adjourned at 9:34 p.m.