

**Charles Village Community Benefits District
Board Meeting
January 9, 2007, 7PM
Future Care Homewood Nursing Center
2700 North Charles Street
Baltimore, MD 21218**

Board Members in Attendance:

Ron Griffin	Jeffrey Millard
Susanne Rivelis	Emil Volcheck
Richard Burnham	Don Donahue*
Dawna Cobb	Dana Moore
Mary Pat Clarke*	Rob Books
Jane Honeycutt	Steven Gewirtz
Derek Demaree	Gary Letteron
Nancy Smith	
Erica McClammy	

*non-voting members

Staff in Attendance: David Hill

I. Call to Order:

Ron Griffin, President, called the meeting to order at 7:10 p.m.

II. Welcome and Introductions:

This being the first meeting of the year and new Board members being present, the Board introduced themselves to one another.

III. Election of Officers:

Motion by Mr. Millard, second by Mr. Volcheck for the following slate be elected as the officers of the CVCBDMA Board for 2007: Ron Griffin, President, Richard Burnham, Vice President; Jeffrey Millard, Treasurer Don Donahue, Secretary. Motion carried with 12 in favor, 1 opposed and one abstention.

Motion by Mr. Millard, second by Ms. Rivelis to appoint Dawna Cobb as the At-Large Member to the Executive Committee. Motion carried with 12 in favor and 1 opposed.

IV. Executive Director's Report:

Mr. Hill gave the Executive Director's report. Mr. Hill directed the Members' attention to the full written report included in the Board Packet, and then highlight several items.

Mr. Hill outlined the process and timeline by which the annual budget will be presented.

Mr. Hill informed the members that the new Board Manual for 2007 has been updated, is being printed, and will be distributed at the Board Retreat on January 20th to those who will be attending. Those who cannot attend will receive a hand delivered copy.

Mr. Hill discussed several recent staff changes: Linda Richardson will join the staff as Office Manager effective 1/15/07. Wes Tolber (Director Field Operations) and Tammy Bethea (Safety Officer) will leave CVCBDMA effective 1/12/2007.

Mr. Hill discussed recent changes in the Safety Program, explaining they are the initial steps being taken to reorganize CVCBDMA, make it fiscally sound, and enable CVCBDMA to increase safety and sanitation services. Mr. Hill said CVCBDMA would inform the community about these changes via mass emails, block leaders, distributing flyers at association meetings, announcing the changes on our website, and automatically re-routing emails and phone calls from the community to the new contact staff.

Mr. Hill discussed the proposed Advisory Committee on Programs. This committee, made up of representatives from associations, businesses and non profit organizations in the district, would assist in the upcoming process of developing the CVCBDMA program for the coming year 2007-2008. Mr. Hill said that formation of this committee would be preceded by a four-hour Public Forum on Programs at the Board Retreat scheduled for January 20.

V. Committee Reports:

Finance Committee Report:

There was no Finance Committee report.

Executive Committee Report:

Mr. Griffin presented and explained the purpose of a Delegating Resolution which defines the authority of the Executive Director. Motion by Mr. Volcheck, second by Ms. Smith to send the proposed Delegating Resolution to the Governance Committee for their review with instructions to report at the next Board Meeting. Motion defeated with 5 in favor and 9 opposed. Motion by Letteron to adopt the resolution with an amendment to replace Executive Director/Administrator wherever the motion states Executive Director. After discussion, the Board approved the Resolution, a copy of which is attached, with 13 in favor, none opposed and one abstention.

Mr. Griffin discussed the need for CVCBDMA to have a Resident Agent whose responsibility is largely to accept service of legal documents on behalf of the organization. After some discussion, the motion by _____ second by _____ to adopt the

resolution designating David Hill, Executive Director, as the Resident Agent, a copy of which is attached. Motion adopted unanimously.

Governance Committee Report:

A committee sign up sheet was distributed showing the different committees and their proposed members for their review and in anticipation of approval during the new business item later in this meeting.

Mr. Millard and Mr. Hill reviewed the plans for the upcoming Board training and public meeting.

Mr. Griffin asked members to read the Conflict of Interest Policy and sign the Annual Affirmation of Compliance and Disclosure Statement. All Members present signed and submitted the Statement.

Safety and Sanitation Committee Report:

There was no report

Housing and Economic Revitalization:

Mr. Reiner reported that the committee is discussing the separation of the current Housing and Economic Development components of the CVCBCMA from the CVCBDMA. Although there are no concrete proposals to bring to the Board, the committee anticipates bringing such a proposal in the next couple of months.

The committee is organizing a tax credit workshop for the community. Details will be forthcoming.

Communications and Outreach Committee:

Ms. Rivelis gave the Communications and Outreach Committee report. Ms Rivelis stated that three Public Relations pieces are being developed: two brochures and a Welcome Packet. Ms Rivelis said that CVCBDMA staff will be contacting Public Relations staff at Johns Hopkins University to discuss next steps in getting the materials printed. Ms Rivelis stated that CVCBDMA will ask Odette Ramos to write a grant application to Healthy Neighborhoods for \$20,000 to develop a new website. If funded CVCBDMA would develop the new website in the summer.

VI. New Business:

Motion by Ms. Cobb, second by Mr. Volcheck to refer the request brought to the Board by former employee David Ponder to the Executive Committee for their review and report back to the Board at the February 13 meeting. There being no objection to

unanimous consent, the motion was adopted. Mr. Hill will communicate to Mr. Ponder the action of the Board.

The Board agreed to defer appointments to committees until the special Board meeting scheduled for January 20, 2007 at 3:00 p.m.

VII. Continuing Business

A motion was distributed and introduced by Mr. Volcheck regarding the sharing with the Board in general the closed meeting minutes of the Executive Committee meeting with concerns for personnel matters. Motion by Ms. Cobb, second by Mr. Volcheck to postpone discussion of the motion by Mr. Vocheck regarding the closed minutes of the Executive Committee until the special Board meeting on January 20, 2007 at 3:00 p.m. There being no objection to unanimous consent, the motion carried.

VIII. Public Comment

Sharon Guida expressed several concerns about recent staffing changes in the CVCBDMA Safety Program.

IX. Announcements

Made by various members of the Board.

X. Adjourn

The meeting adjourned at 9:15 p.m.