

Charles Village Community Benefits District Management Authority

BOARD MEETING

December 11, 2007
Future Care-2700 N. Charles Street,
Baltimore, Maryland 21218

Present:

| | | |
|----------------|--------------------------|------------|
| Ron Griffin | Steve Gewirtz | Dawna Cobb |
| Jane Honeycutt | Richard Burnham | |
| Derek Demaree | Salem Reiner | |
| Dana Moore | Robin Truiett-Theodorson | |
| Susana Riveles | Rob Books | |

Invited Guest:

David Hill

The meeting was called to order at 7:08 pm with a quorum present

Minutes of November 13, 2007-a motion to approve the minutes was made, minor corrections were noted, and the motion was then unanimously approved.

Executive Director's report-Mr. Hill reported that the lease for the new office space on St. Paul Street was signed on 12/7/07. The move-in date is estimated to be 2/1/08. Mr. Hill will confirm this with the contractor who is fitting the space.

A new graphic report that lists bags of trash removed has been added to the website. More bags have been picked up this year as compared to the same time last year. This increase is attributed to having more staff, more pick-ups and more trash containers.

The City's single stream recycling program will begin January 8, 2008. Recycling receptacles are available at the CVCBD for purchase as a service to the community. Door hangers with information about recycling will be used in target areas. An informal grant proposal for \$35,000 has been submitted to the Abell Foundation for additional money to support evening and weekend trash pickup.

Committee reports

Finance Committee- Ron Griffin made the report in Jeff Millard's absence. Board members were referred to the current financials included in the Board packet. Mr. Hill explained that the budget approved by the Board of Estimates does not reflect the sweep proceeds. Some of the expenses that appear on the report are "front loaded." In short, the CVCBDMA's financial records are in good order.

Executive Committee-Ron Griffin referred to the personnel handbook that all Board members received in a separate envelope before the meeting. Counsel has reviewed and approved this draft. Mr. Gewirtz inquired about the availability of leave for religious purposes. This type of leave requires the supervisor's approval but is granted if for religious observation. A motion to include personal leave for religious holidays was approved. Counsel will be consulted on this issue. The handbook was approved subject to this inquiry.

Governance committee- Ron Griffin reported (in Mr. Millard's absence) that the amended by-laws will be voted upon by the Board at its February meeting. Any debate will occur at the January board meeting. Any changes have to be made at or before that meeting. The February meeting will call for an "up or down" vote.

Beginning in 2008, meetings of the governance committee will occur quarterly.

Concerns about the election made by Joan Floyd were reviewed. The governance committee agreed that the process for identifying eligible voters needs to be improved. The governance committee will address this issue, and return with a policy for Board consideration.

The Board retreat is set for March 1, 2008 and will be lead by Collette Trohan. The date and place has yet to be determined. Ms. Trohan's fee is \$1500 so it is important that Board members are committed to attending the retreat. Topics covered will include how to run a meeting, roles of committees, minutes, etc. Ms. Trohan offered a similar program to the Mid-town Benefits District; its Executive Director reported that he was pleased with her program.

Safety and Sanitation-Rob Books reported that a forum on safety will occur on Feb 2, 2008, at St. John's Church. The goal of the forum is to solicit community input on the CVCBDMA's safety program and how, if at all, it might be changed. Mr. Hill would like use a survey at the forum to assess the views of those who attend. Four additional people from Goodwill beginning at the end of November for leaf sweep throughout all four quads. Mr. Hill has a line item to hire additional temporary staff for times when the CVCBDMA needs extra help, such as in a big snow storm. A community baseline agreement that identifies the CVCBDMA's work is in progress. The committee will start to discuss it next month.

Communications and Outreach-Susanne Riveles reported that this committee met on December 6. They discussed the template for committee meeting agendas. The format will allow for discussion and comment about what has been accomplished. The agenda will be shared with Mr. Hill before the meeting so that they can prioritize those matters that need the committee's attention. Calvert Street resident, Bob Cooke, was a guest at the last meeting. He has an expertise that will be helpful to the committee and will join as a non-voting member. Bob will help prepare a "branding" document and has some excellent ideas about what to include in creating this document.

Committee members discussed a possible fundraising campaign and the winter edition of the newsletter. They also discussed the website makeover and had some suggestions. If anyone has any other suggestions, please let Ms. Riveles know. The Abell kiosk has been installed. Photos of it have been given to Mr. Hill. Individual CVCBDMA communities can decide whether they want one. Katie Beltz will attend community meetings to discuss the kiosk; Ms. Riveles may accompany her to answer questions. The fundraising flyer shared with the Board was created by Katie Beltz, David Hill and Bob Cooke. It will be given to those who don't pay the tax, i.e., renters, businesses.

Public comment: None

Announcements-

CVCA Cookbooks are for sale.

JHU's *Neighborhood Matters* is available

CVCA holiday house tour is December 16, 2007 from noon to 4

The Board unanimously approved a Resolution to show appreciation for Richard Burnham and Salem Reiner for their patient, generous, kind dedication to the board. They were presented with gifts of trash baskets with small plaques that expressed appreciation.

The meeting adjourned at 8:15.