

**MIDTOWN COMMUNITY BENEFITS DISTRICT MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES Wednesday, February 5, 2014
MICA – 1601 MT ROYAL AVENUE – 6:30 PM**

Member's Present: Randall Anderson, II, Sandy Harley, Joseph Horvath, Pamela Johnson, Steven Johnson, Doreen Rosenthal, Jennifer Mielke, Joseph Palumbo, Brent Pertusio

Staff Present:

Peggy Smallwood, Office Manager, Midtown Community Benefits District

Visitor(s) Present:

Justin Lane, Community Liaison for Councilman Bill Cole
Steve Howard, Vice President of Mt Royal Improvement Association
John Kyle, President of Mt Royal Improvement Association
Carl Stokes, City Councilman 12th District

Joseph Palumbo call meeting to order at 6:37 pm and introduces Steve Howard, Vice President of MRIA and John Kyle, President of MRIA.

Approval of January minutes

Chair ask for motion to approve minutes

Doreen Rosenthal makes motion to accept January minutes

Brent Pertusio seconds motion.

All in favor. Motion passes.

Peter Merles, Executive Director's Report

Report distributed prior to the meeting and copies are on file in the MCBBD binder.

Joseph Palumbo, Executive Committee Report

Chair addresses letter from the Charles North Association. The following issues were addressed:

Charles North cleaning schedule –Cleaning schedule changed from a Wednesday – Sunday back to a Monday – Friday schedule without notification and input from the community stakeholders. Recommended that Peter and Charles address the issue and give a report at the next Operations committee meeting.

Executive director's position – Suggestion made to make the Executive Director position contractual. Concerns expressed that recruitment of the position is underway and the job specifications have been advertised. Recommendation made to refer suggestion to Personnel committee for review.

Leasing instead of purchasing a facility for District headquarters – Charles North reps expressed concern that it would be more feasible to lease a building instead of purchasing. Midtown Community Fund has made an offer on the property located at 815 N. Howard Street and the building is currently under contract and awaiting a settlement date.

By-law amendment - Status of by-law amendment change whereby the board will meet no more than 6 times a year as proposed in early 2013. Amending suggestion made to call Councilman Bill Cole to check the status of the amendment. Councilman Carl Stokes state he would also work with Councilman Cole to expedite the amendment.

Board diversity – Include a mixture of minority based representation on the board. Chair notes that the board has a diversity of members.

Steve Johnson, Finance Committee Report

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- Income total is higher from previous year due to unexpected income from the City
- The preliminary 2015 budget preparation has begun. Waiting 2014-2015 forecasted revenue totals from the City.
- Budget and Finance meeting changed to February 26th

Committee also looked at the expenditure for the new building. An additional \$75,000 will be needed in addition to the \$75,000 that was restricted at the previous board meeting will be needed for the new building.

Steve Johnson makes a motion to approve a grant of \$150,000 and move the funds to the Midtown Fund from the Midtown Benefits District for the purchase of the new facility.

Chair opens the floor for discussion.

Discussion follows.

Doreen Rosenthal seconds motion.

Chair calls for a vote on the motion.

6 votes in favor. 2 votes opposed. Motion passes.

Public Safety Committee

Report distributed prior to the meeting and copies are on file in the MCBBD binder.

Search Committee

Executive Director's position has been posted. Applications have been received. Applications will be accepted through the 15th. Late submissions will be accepted.

Chair asks for motion to adjourn

Motion by Steven Johnson to adjourn

Meeting adjourned 7:37 pm