

**MIDTOWN COMMUNITY BENEFITS DISTRICT MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES Wednesday, November 2, 2016  
MICA – 1601 MT ROYAL AVENUE – 6:30 PM**

**Member's Present:** Rufus Davis, Polly Duke, Pamela Johnson, Steve Johnson, Michele Richter, Brian Winsor and Joseph Palumbo, Vicky Aloneftis, Kory Gedin, Melvin Mercer, Alexandria Smith by telephone

**Staff Present:**

Michelle Wirzberger, Executive Director, Midtown Community Benefits District  
Peggy Smallwood, Deputy Director, Midtown Community Benefits District

**Visitor(s) Present:**

Gene Klein, CPA from Handwerger, Cardegna, Funkhouser & Lurman, P.A. HCF&L, P.A.

Joseph Palumbo, Chair called meeting to order at 6:34 pm

**Approval of September Minutes**

**Chair asked for a motion to approve minutes.**

*Steve Johnson motioned to approve the September minutes.*

*Pamela Johnson seconded the motion.*

*All in favor. Motion carried.*

**Pamela Johnson, Governance and Nomination Committee Report**

Pamela Johnson presented the 2017 slate of at-large board members elected at the Fall Town Hall meeting held on Wednesday, October 5<sup>th</sup>

- Vicky Aloneftis - Mount Vernon At-large Representative
- Melvin Mercer - Charles North At-Large Representative
- Adrian Harpool - Madison Park At-large Representative
- Rachel Indeck - Bolton Hill At-large Representative

On behalf of the Governance and Nominations Committee, Pamela Johnson presented the following institutional representatives' to the Midtown Board for 2017:

- Rufus Davis – MICA
- Jennifer Mielke – John Hopkins/Peabody Institute
- Brian Winsor – University of Baltimore

Pamela Johnson moved to accept the slate as presented.

Polly Duke seconded the motion.

*All in favor. Motion carried.*

**Steve Johnson, Budget and Finance Committee**

- Review and acceptance of FY2016 Audit
- High and low expenditure lines reviewed and discussed.
- At least 70% of revenue has been received. With the cash on hand, the anticipated receivables and the balance between high and low expenditures; the budget should balance out.

### **Audit of FY2014 Financials**

*FY2016 Audit report distributed at the board meeting. Copies are on file in the MCB D office.*

### **Gene Klein, CPA from HCF&L, P.A. Audit Report**

At this time, Executive Director and Deputy Director were asked to leave the room so the Board could discuss the FY2016 Audit Report. Gene Klein, auditor addressed questions and concerns from the board members. MCB D Board of Directors accepted the FY2016 audit report.

### **Michelle Wirzberger, Executive Director's Report**

- Michelle Wirzberger discussed current personnel issues and gave an overview of management's actions.
- The discussion also included current staffing, new screening practices, and safety procedures.

### **Public Safety Report**

- Club cars have been ordered. The turnaround time can take up to 4 – 7 weeks from date of order.
- Michelle Wirzberger thanked the many partners for their continued support as crime throughout the district and citywide continues to spike (MICA, UB, BCP, community residents, etc.).

**Clean/Green Committee Report** – The committee continues to work on trash can placements throughout the district. Each community continues to work on their trash can needs and mapping locations of current trash cans.

## **Executive Session – Executive Director's Annual Review**

**Chair asked for a closed meeting session to discuss the Executive Director's Annual Review.** *All in favor.*

\*\*No board meeting in December. Next regularly scheduled Midtown Board of Directors meeting will be held on Wednesday, January 4, 2017, at 6:30 pm at the MICA Gateway building.