

# APPROVED

## COMMUNITY SERVICES BOARD MEETING January 11, 2011 – 7:00 P.M.

### CITY COMMISSION CHAMBERS – 1<sup>ST</sup> FLOOR 100 N. ANDREWS AVENUE

	<u>Present</u>	<u>Absent</u>	<u>Board Members</u> <u>Cumulative</u> <u>From 10/10</u>	
			<u>(P)</u>	<u>(A)</u>
Erika Baer		A	3	1
Avery Dial	P		2	2
Margaret Birch	P		3	1
P.J. Espinal		A	2	2
James Currier	P		3	1
Nadia Locke	P		2	2
Donald Karney	P		4	0
Wendy Gonsher	P		3	1
Jeannine Richards	P		4	0
David Tilbury	P		3	1
Richard Whipple		A	3	1

#### **Staff Present:**

Angelia Basto, Administrative Support  
Susan Batchelder, Assistant Manager of Housing & Community Development

Margaret A. Muhl, Recording Secretary

As of January 11, 2011, there are 11 appointed members to the Board, which means 6 members would constitute a quorum.

#### **Call to Order**

Chair Avery Dial called the meeting to order at approximately 7:03 p.m. followed by the pledge of Allegiance led by Nadia Locke.

Roll call was taken and a quorum was present.

#### **Board and Staff Introductions**

Staff members present this evening were introduced by Ms. Batchelder.

#### **Communication to the City Commission**

Nothing to report.

**City Commission News**

Ms. Batchelder advised that at the next City Commission meeting basics of the Neighborhood Stabilization Program, Part III would be presented. She would keep the Board advised.

**Approval of Minutes**

**Motion** made by Mr. Currier and seconded by Mr. Karney to approve the November 8, 2010 and December 13, 2010 minutes. Board unanimously approved.

**CDBG Ranking Criteria**

Ms. Gonsler referred to the information she had distributed to the Board. She explained they were to review the additions under "Financial Information." She referred everyone to (d) and (e) on the application form, and stated that she felt these items captured what they had been struggling with which was to obtain information from the organization as to how funds would be expended. She proceeded to provide some further explanation of those items.

Ms. Gonsler referred everyone to the "Ranking Considerations" number five under "Financial Information," and stated that also referred to the expenditure of funds. She also pointed out the language regarding continuation after the termination of funds.

Margaret Birch entered the meeting at approximately 7:10 p.m.

Ms. Locke asked for some further clarification of item (e). Ms. Gonsler proceeded to explain the intent of that item.

**Motion** made by Mr. Karney and seconded by Ms. Richards to approve the proposed changes presented by Ms. Gonsler for the CDBG ranking criteria. Board unanimously approved.

**Other Business****Performing Arts Center Tour**

Ms. Batchelder advised that the opening of the ArtServ exhibit was a great success, and proceeded to read an e-mail that Ms. Reese sent to this Board thanking them for their work and efforts with special thanks to Mr. Karney. She stated the exhibit would be available for viewing until January 15, 2011.

Ms. Reese is working with the Performing Arts Center in arranging a tour for March 14, 2011 at 5:00 p.m.

Ms. Batchelder advised that date is a regularly scheduled meeting for this Board. Ms. Locke advised the Board that week was spring break for the local public schools. Ms. Batchelder reminded the Board they had suggested such a tour. She asked if the Board would want to continue with their regularly scheduled meeting after the tour.

She reminded the Board that presentations regarding CDBG funds would begin in April.

Chair Avery Dial stated he was in favor of the tour and suggested they hold their meeting after the tour.

Ms. Gonsher asked for an explanation of the time line regarding the grant process, and whether the cancellation of a meeting would interfere. Ms. Batchelder provided a brief explanation of the time line involved. She added that possibly there could be an increase in the applications, especially due to the three-year rule. She added that the budget would not be known until April.

**Motion** made by Mr. Currier and seconded by Mr. Tilbury to accept the offer to tour the Performing Arts Center on March 14, 2011.

Ms. Gonsher asked if the motion was a binding commitment to attend the event.

Ms. Birch stated that since she had been to the Performing Arts Center numerous times, she would take the opportunity to attend another meeting at her church.

Ms. Batchelder stated that the approval of the motion would be granting permission to have Ms. Reese arrange the tour.

Roll call showed: YEAS: Ms. Birch, Mr. Currier, Mr. Dial, Ms. Gonsher, Mr. Karney, Ms. Locke, Ms. Richards, and Mr. Tilbury. NAYS: None. Motion to approve carried unanimously.

Ms. Batchelder proceeded to take a count as to how many Board Members could tentatively attend the tour. A show of hands indicated that five members would definitely attend the event.

### **Good of the Order**

#### **February 14, 2011 Meeting**

Ms. Batchelder asked if the Board wanted to reschedule the Board's February 14, 2011 meeting.

**Motion** made by Ms. Gonsher and seconded by Mr. Currier to reschedule the Board's February 14, 2011 meeting to February 15, 2011.

Ms. Batchelder stated that a different location would have to be chosen for the meeting since the Council Chambers would not be available. She added that possibly the meeting could be held at the Mizell Center.

Roll call showed: YEAS: Ms. Birch, Mr. Currier, Mr. Dial, Ms. Gonsher, Mr. Karney, Ms. Locke, and Ms. Richards. NAYS: Mr. Tilbury. Motion to reschedule the meeting carried 7-1.

March 14, 2011 Meeting

Ms. Batchelder asked if the Board also wanted to move the March 14, 2011 meeting.

Chair Avery Dial suggested that the Board decide next month whether to hold a March meeting depending on their agenda.

**Election of Officers**

Chair Avery Dial recapped what had previously occurred regarding the election of officers. Nominations had been made for Mr. Karney and Ms. Espinal for Chair.

Ms. Batchelder explained that a paper ballot could be used for the election, but the results would still have to be read into the record.

The vote was as follows:

Votes for Ms. Espinal

Ms. Birch

Votes for Mr. Karney

Mr. Currier  
Mr. Dial  
Ms. Gonsler  
Mr. Karney  
Ms. Locke  
Ms. Richards  
Mr. Tilbury

Mr. Karney was elected Chair with 7 votes, and there was one vote for Ms. Espinal.

Mr. Karney thanked the Board.

Donald Karney proceeded to take over as Chair and run the remaining portion of the meeting.

**Motion** made by Mr. Karney and seconded by Ms. Locke to defer the election of the Vice Chair until the Board's next meeting.

Mr. Currier stated that it was his opinion that there were sufficient Board Members present this evening to elect a Vice Chair.

Ms. Locke asked if an absent Board Member could be nominated since they were not present to accept the nomination. Ms. Batchelder stated she believed a nomination could be made, and the individual could decline at the next meeting. She stated that the individual did not have to be present to accept the nomination.

Mr. Karney proceeded to withdraw his motion to defer, and Ms. Locke withdrew her second to the motion.

The floor was open for nominations.

Mr. Currier nominated Ms. Gonsher for Vice Chair. Ms. Gonsher declined the nomination.

Mr. Dial nominated Ms. Espinal for Vice Chair.

Ms. Locke stated that she believed Ms. Espinal was not interested in being Vice Chair.

Ms. Batchelder suggested that the election of a Vice Chair be deferred until the Board's next meeting.

There was discussion regarding the duties of the Vice Chair.

**Motion** made by Ms. Birch and seconded by Ms. Gonsher to defer the election of the Vice Chair until the Board's next meeting. Roll call showed: YEAS: Ms. Birch, Mr. Dial, Ms. Gonsher, Mr. Karney, Ms. Locke, Ms. Richards, and Mr. Tilbury. NAYS: Mr. Currier. Motion to defer carried 7-1.

Chair Donald Karney asked if e-mails could be sent to the absent Board Members advising that the election of a Vice Chair would occur at the Board's next meeting. Ms. Batchelder explained that this would be included in the Board's minutes, and an e-mail could be sent to the entire Board regarding this matter.

Mr. Karney thanked everyone for attending the ArtServ exhibit. He encouraged the Board to continue with their efforts regarding tourism and cultural events.

#### Name Tags

Ms. Gonsher asked if name tags could be provided for the Board when attending outside events. Ms. Batchelder explained there was no funding available for name tags, but she would research the idea and report back to the Board.

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Mr. Currier thanked Mr. Karney and Ms. Gonsher for all the help they have provided to this Board. He added that name tags would be a good idea for outside events.

#### Application Rankings

Ms. Batchelder stated that previously the Board had mentioned the idea of discussing an item each meeting regarding the CDBG application. She asked what the topic would be for the next meeting or was the Board finished with the matter.

Ms. Gonsher stated that it was her impression that the Board was done addressing this item.

#### The Mayor's Volunteer Challenge

Ms. Gonsher asked about the time frame for hours to be submitted. Ms. Batchelder stated it was her impression that it was from February to February.

Ms. Locke asked for clarification of the hours being submitted and whether volunteer hours not related to this Board could be submitted. Ms. Batchelder stated that staff was looking at the hours the Board Members spend related to this Board. She reminded that the Board Members can register other volunteer hours on the web site.

Cultural Discussion

Ms. Batchelder advised the Board they had decided that Ms. Reese would attend every other meeting of this Board.

Mr. Currier suggested that the Board discuss possible cultural events at their next meeting. Ms. Batchelder stated the item would be placed on the agenda.

**Motion** made by Ms. Gonsher and seconded by Mr. Dial to adjourn the meeting. Board unanimously approved.

There being no other business to come before the Board, the meeting was adjourned at approximately 7:53 p.m.

Respectfully submitted,

Margaret A. Muhl,  
Recording Secretary