

**MINUTES OF DIRECTORS' REGULAR MEETING OF
WEST END CIVIC ASSOCIATION INC.**

The undersigned, being the President of West End Civic Association Inc. (the "Corporation"), herby acknowledges that the actions set forth below were taken at the Regular Meeting of the Board on December 15, 2021, via Zoom.

1. The meeting was called to order at 7:05 pm

Attendees: David Barrett, Jeremy Baver, Suzann Beckett, Kyle Bergquist, Dorothy Buckley, Lindsay Ewing, Michelle Ewing, Jon Harding, Lakisher Hurst, Jeff Lanteigne, Joe Linhart, Kurt Malec, Sarah Martz, Will McNair, Mary Pelletier, Rob Peters, Rafie Podolsky, John Rose, Erin Sheehan, Rachel Taylor, Denise Wilbur, Damion Williams.

2. Finance Committee Report

Treasurer Michelle Ewing updated the Board on the Corporation's cash balances, revenue, and expenses. She answered questions about the organizations for which the Corporation is a fiscal sponsor, and about some of the grants that the Corporation secured during 2021.

Suzann Beckett asked for an update on the status of the Corporation's fiscal sponsorship relationships.

Mary Pelletier asked for specifics about the 2022 budget process with respect to Committee allocations.

3. Executive Committee Report

President Kyle Bergquist updated the Board on a variety of topics including Directors & Officers Liability Insurance, the amended Certificate of Incorporation, a Beautification grant through Hartford Foundation for Public Giving, a new program of Hartford Next, a new non-profit in the West End, the goal of circulating a directory of Board Members, the big picture goal of Board meetings, priorities as the Corporation communicates with constituents, a potential strategy meeting for sector reps, and the preferred process for discussing agenda items.

Mary Pelletier suggested that the Board consider utilizing a productivity tool like Slack to facilitate collaboration among Board members.

4. Calendar of Events

President Kyle Bergquist let a review of successes since the last meeting of the Directors, and upcoming events on the Corporations calendar for 2022.

5. Items for Board Action

- a. Proposed \$200 donation to the Nonprofit Accountability Group. Kyle Bergquist motion, Rachel Taylor seconded. Discussion included appropriate magnitude of the donation, and the process through which the Corporation makes donations. Voice vote. In favor – many; opposed – 1; abstained – 0. Motion passed.

RESOLVED: A \$200 donation to the Nonprofit Accountability Group was approved.

- b. Proposed \$59.70 reimbursement for the Luminaries event on the Solstice. Kyle Bergquist motion, Rafie Podolsky seconded. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: A \$59.70 reimbursement for the Luminaries event on the Solstice was approved.

- c. Proposed \$500 holiday bonus for Lakisher Hurst. Kyle Bergquist motion, Suzann Beckett seconded. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: A \$500 holiday bonus for Lakisher Hurst was approved.

- d. Proposed 2022 meeting schedule. Kyle Bergquist motion, Rafie Podolsky seconded. Discussion about the number of membership meetings per year. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: The 2022 meeting schedule was approved.

- e. Proposed April 3rd Blood Drive event. Kyle Bergquist motion, Sarah Martz seconded. Discussion included a note that the drive would be in honor of former Treasurer David Klein, and would be substantially run by the Red Cross. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: The Corporation's involvement in the Blood Drive event was approved.

- f. Nomination of Lindsay Ewing as Membership Chair. Kyle Bergquist motion, Rafie Podolsky seconded. Discussion included a note about the technical aspects of collecting, organizing, and making available information about the members. Additional comments were made about gathering assistance for membership campaigns. Voice vote. In favor – many; opposed – none; abstained – 1. Motion passed.

RESOLVED: Nomination of Lindsay Ewing as Membership Chair was approved.

- g. Nomination of Matt Marks as Public Safety Chair. Item was withdrawn by Kyle Bergquist both in the interest of time, and because the nominee was not present.
- h. Nomination of Rafie Podolsky, David Barrett, Kyle Bergquist, Gaby Smith, Guy Neumann, and Michelle Ewing to the Governance Committee. Kyle Bergquist motion, Michelle Ewing seconded. Discussion noted that other Board members are encouraged to join the Committee at any point. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: Nomination of Rafie Podolsky, David Barrett, Kyle Bergquist, Gaby Smith, Guy Neumann, and Michelle Ewing to the Governance Committee is approved.

- i. Nomination of Michelle Ewing and Kyle Bergquist to the Finance Committee. Kyle Bergquist motion, David Barrett seconded. Discussion noted that other Board members are encouraged to join the Committee at any point. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: Nomination of Michelle Ewing and Kyle Bergquist to the Finance Committee is approved.

- j. Proposed term lengths for current Board members. Kyle Bergquist motion, Lindsay Ewing seconded. Discussion noted that all Board members, no matter their assigned term, would be eligible to run for a new 3-year term. Multiple Board members expressed concern about term limits. It was noted was that the Governance Committee intends to review the 3-year term and the term limits in the bylaws. Voice vote. In favor – many; opposed – none; abstained – none. Motion passed.

RESOLVED: The proposed term lengths for current Board members are approved.

- k. Selection of a topic for the January 19th Regular Meeting of the Membership. Item was discussed, but no motion was made. The Board agreed that the Executive Committee should propose ideas, gather feedback, and select the topic.

6. Items for Board Discussion

- a. Focus on Initiatives rather than Committees. Kyle Bergquist opened the discussion by sharing a chart prepared by Joe Linhart categorizing Corporation activities in the larger buckets of Community Initiatives, Events, and Development. No vote was taken, but the consensus was that the Executive Committee should propose a committee structure to the Board.

7. Other Business

Kyle Bergquist asked if the Board was comfortable with video recordings of the meetings being made available to the public. Nobody expressed concerns, and it was noted that City boards and commissions commonly make video recordings available. No vote was taken, but the consensus was that the Board was comfortable sharing video of Board meetings.

8. Next Meeting

Based on the approved 2022 meeting schedule, the next meeting of the Board of Directors will be held via Zoom on Wednesday, January 19th after the Membership meeting. The meeting is anticipated to begin at about 8:30 pm.

9. Adjourn

There being no further business, the meeting was adjourned at 9:35 pm.

Respectfully submitted,

Kyle Bergquist
WECA President