



Board of Directors

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Evelyn Littles, *Treasurer*
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Cesar A. Vizcaino
Tomas Porturas
Dumerzier Charles
Sandy Castor
Hon. Joseph A. McCallum
Hon. Ras J. Baraka

Partnership West, Inc.

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Meeting Minutes of PWI Board of Directors

Wednesday, August 1, 2018

10:00 am - 11:30 am

UVSO Ivy Hill Preschool

475 Irvington Avenue | Newark, NJ | 07106

1. **BID Operations:** The meeting was called to order at 10:10 am.

A. **Roll Call**

Present: Cesar A Vizcaino, Houston Stevens, Dr. Aubrey Gregory, Rev Dumerzier Charles, Pasquale (Pat) Romagnuolo, Leonard Robbins, Evelyn Littles and Sandy Castor. **Absent:** Pamela Daniels, Tomas Porturas, and Dr. Mamie Bridgeforth. **Staff present:** Tracy Fredericks. **Guest:** Freeholder Rufus Johnson.

B. **Minutes Review & Adoption:** 08/01/18 Full Board

The motion was put forth by Houston Stevens to accept the minutes with a minor board retreat date change. Cesar Vizcaino seconded it. The minutes were passed unanimously.

2. **Administration:**

A. **Finance**

Review of Sponsorships

Annual Ivy Hill Neighborhood Association (IHNA) Picnic & Music Festival on August 11, and the Fairmount Heights Street Fair on August 25. Both organizations requested a sponsorship of \$1,000.

After a brief discussion the Board requested that the Executive Director with input from the Business Development and Marketing Committees create a Sponsorship Policy with procedures for current and future requests. The decision to grant or decline sponsorships will be based on this policy.

B. **Governance**

Review of proposed amended bylaws

Tabled for discussion. To be put on the September agenda.

Request to amend the time of PWI monthly board meetings

The Board changed the meeting time to 9:00 am in order to accommodate current and future merchant board members participation.

C. **Executive Director's Report**

Update on the Rental office remodel – 1026 SO Ave, Store B

The Executive Director passed out the Inspection Report from Reliable Home Inspection.

Tracy found with Councilman McCallum's assistance a potential property to

purchase for the BID's headquarters. The property located at 521 South Orange Avenue belongs to the City of Newark. While researching the property two items were discovered:

- 1) The BID has title issues. The City of Newark's law department is looking into this matter.
- 2) The vacant property may be contaminated due to its previous tenant being a dry cleaning establishment. More research needs to be conducted. Tracy will work with Cesar Vizcaino and Chris Folley, of Newark CEDC on this matter.

A motion was put forth by Houston Stevens to suspend signing a lease with renovations on 1026 SO Avenue store B until further investigation of 521 SO Avenue can take place. Rev.

Dumerzier Charles seconded it. The motion was passed unanimously. Tracy will continue her research and update the Board ASAP.

The motion was made to adjourn the meeting at 11:30 am by Houston Stevens and seconded by Rev. Dumerzier Charles. All board members where in favor.



Secretary **Date** 10/23/18

President **Date**