

- Create opportunities for West Ward sound off, feedback collection, and voice elevation of youth and educators.
- Develop PWI Economic Development Strategy

**4. Board Subcommittees:**

- Executive Committee** – Serving as search committee in addition to board members who volunteer to do so. Schedule product presentations from banks – Investors, M&T, Columbia Bank.
- Business Development Committee** – Review Newark CEDC’s West Ward plan.
- Marketing & PR** – social media content, one sheet, consultant to lead youth on engagement process.

**5. West Ward Development Updates**

- MCJ Coordinated leadership on West Side Heights South 10<sup>th</sup> to South 19<sup>th</sup> between 14<sup>th</sup> Avenue to 16<sup>th</sup> Avenue.
- Habitat for Humanity and Mayors Model Neighborhood invitation to BID meeting.
- Churches own lots of property, develop sustainable and attractive ways to make use of space.
- Invite West Ward Ministers Alliance to PWI meeting. Invite owner to Business Development Subcommittee.
- Major/minor church-based development partnerships are being established via City of Newark and Newark CEDC to help position churches with current/former development arms to become eligible for competitive bidding.
- IHOP on Bergen Street remodeled and open. Invite owner to Business Development Subcommittee.

**6. Next Meetings:**

**August**

- Business Development Committee:** August 16<sup>th</sup> | 10AM | 475 Irvington Avenue
- Executive Committee:** August 23<sup>rd</sup> | @10AM | 462 Sanford Avenue

**September**

- Full Board:** September 6<sup>th</sup> | @10AM | 475 Irvington Avenue
- Marketing Committee:** September 13<sup>th</sup> | @1PM | 475 Irvington
- Business Development Committee:** September 20<sup>th</sup> | 10AM | 475 Irvington Avenue
- Executive Committee:** September 27<sup>th</sup> | @10AM | 462 Sanford Avenue

**October**

- Full Board:** October 4<sup>th</sup> | @10AM | 475 Irvington Avenue

**7. Meeting adjourned:**

- Motion** – Pat
- Second** – Tomas
- Passed** - Unanimously

## Board of Directors

Pamela B. Daniels, *President*  
Dr. Aubrey Gregory, *Vice President*  
Evelyn Littles, *Treasurer*  
Pasquale Romagnuolo, Assistant  
*Secretary*  
Cesar A. Vizcaino  
Tomas Porturas  
Lenny Robbins  
Dumerzier Charles  
Sandy Castor  
Hon. Joseph A. McCallum  
Hon. Ras J. Baraka

## Meeting of Board of Directors

Wednesday, August 2, 2017

10AM-11:30AM

UVSO Ivy Hill Preschool

475 Irvington Avenue | Newark, NJ | 07106

## Minutes

### 1. Welcome & Introductions

- a. Meeting called to order at 10:15AM.

### 2. BID Operations

- a. **Minutes Review & Adoption - 7/12/17 Full Board Meeting**

- **Motion:** Tomas
- **Second:** Sandy
- **Passed:** Unanimously

- b. **Administration** – Resignation of Mecca Keyes, Open Officer Position – Secretary – letter attached, available through email.

- What are requirements to open account? Tax ID, Resolution, non-profit status form/EIN#.

- c. **Finances** – Bank Account Delay, 2017 Budget Update – New cut check and provided to Ironbound BID, fiscal agent.

- TBD: quantity and designation of authorized signers, front office process, number of signatures required, etc.

### 3. The Executive Director Search

- a. **Recruitment:**

- Job Description is Live.
- Fulltime/Part-time/independent contract employment discussed, weighing value of each.
- What are the models for the other BIDs? Per Grossman, most BIDs hire a contract director. What office space will be set up temporarily? long-term?
- Are benefits calculated into the budget?
- Discussion: how to get qualified candidates. Methods adopted: Indeed.com, sharing among Newark/NJ community development network, LinkedIn, Hire Newark, ECC, Rutgers, NJCU, Columbia, Seton Hall, NAACP, Newark BIDs, NCEDC, Essex County online job portal.
- Full board to conduct second interview of at least three candidates at next meeting.

- b. **E.D. Priorities:** (Running List)

- Build personal relationships and get to know partners, local initiatives, community plans.
- Business diversity survey of residents: homeowners, tenants, youth, elderly – Where would you shop if it was on SOAve?
- Constituting a ward-wide plan, which takes into consideration all comprehensive and regional/territorial plans ever drafted in the ward.

## Partnership West, Inc.

462 Sanford Avenue 2<sup>nd</sup> Floor  
Newark, NJ 07106  
973.374.2000 x. 1402

Partnership We