

Partnership West Inc. (PWI)
West Ward Special Improvement District
Management Corporation
Meeting of the Board of Directors
November 2, 2016
Quorum: 12:59PM

Called To Order: Pamela B. Daniels PWI Board President
Attendance: Record Attached

Item I: **Review and adoption of October 5th Organizational Meeting minutes**
Motion To Approve: Leonard Robbins Second: Aubrey Gregory
Motion Carried: Unanimously

Item II: **PWI Board of Directors Executive Committee Member Change**
Sandy Castor stepped down as PWI Treasurer. A board discussion centered replacement candidate and a motion was entered nominating Evelyn Littles to serve as treasurer.
Motion To Approve: Pamela B. Daniels Second: Dumerzier Charles
Motion Carried: Unanimously

Item III: **Status of Municipal Council Public Hearing notification to PWI district boundaries.** Newark CEDC and Newark EHD office are working to determine the best way to notify business owners and property owners of a hearing. State law requires they receive a notice in the mail along with a copy of the ordinance and state statue. PWI president Daniels will follow-up with Newark CEDC/EHD to check status of notification.

Item IV: **Review of PWI Budgets Q4 2016 and Full 2017**
Budgets were reviewed and discussed by body and members determined that funding requested will adequately cover projected expenses. Once budget is submitted to Newark EHD office, PWI will apply for grants and loans from Newark CEDC and other financial institutions in order to secure funding necessary to begin PWI Executive Director search.
Motion to Approve: Tomas Porturas Second: Aubrey Gregory
Motion Carried: Unanimously

Item V: **PWI Logo & Branding**
Item was tabled with the caveat that board members are to begin formulating their own ideas about what the PWI creative should encompass. Group discussion lead to a consensus that a professional marketing and communications firm will be consultant to design the official PWI logo and marketing items as needed. This item will be discussed again at next board meeting.

Adjournment Unanimously approved at 1:29 PM
Motion to Adjourn: Leonard Robbins

Signature of the Secretary:

Date:



