



Special Meeting of the Board of Directors
October 29, 2024 at 6:00 p.m.
South Euclid City Hall, Community Room - 2nd Floor
1349 South Green Road, South Euclid, Ohio 44121
Minutes

Board Members

Rick Krivanka, President
Jillian Dinehart, Vice President
Rita Ross, Secretary
Amy Crawford
Patrick Hyland
Patrick Kenney
Denise Turner
Elaine Yeip

Ex-Officio

Julie Mostov

Executive Director

Annette Iwamoto

Programming & Communications Manager

Barbie McCann - absent

Administrative Support

Barbara Latini

Absent

Keith Benjamin, Ex-Officio
Len Calabrese, Treasurer
Lisa Mack, Past President
Jessica Fitzgerald
Steve Haynie
Tammy Lease
Tara Nichols
Al Paynter
Joe Pollack
Natalie Stamper

The Special Meeting of the One South Euclid Board of Directors was held at the South Euclid City Hall, Community Room on Tuesday October 29, 2024. President Rick Krivanka called the meeting to order at 6:05 p.m.

Secretary Rita Ross performed the roll call of board members.

President Krivanka reported that he had a good conversation with Raja Belle Freeman, who indicated her need to step down from the board. She was serving in her second three-year term.

Overview of Transition Process Issues

Annette's last day as Executive Director will be on November 22, 2024.

Emily Campbell, the CEO of The Center for Community Solutions and Annette's new employer as of December 2, asked that the announcement become official on November 11. Both One South Euclid and The Center for Community Solutions will announce at the same time about Annette leaving OSE to become the inaugural Director of The Center for Community Solutions of the Human Services Chamber of Cuyahoga County. Annette graciously offered to work 10 hours a week for OSE to help with the transition. The board agreed that the announcement date and the offer of 10 hours a week would be gladly accepted.

The board moved the discussion to Financial Trends and Sustaining our Mission, Staffing and Grants.

Review of 2019-2029 Financial Analysis

President Krivanka gave an overview: there are no grants in the near future so the numbers for 2025 show a lot less income. There is a carry over of the American Rescue Plan Act (ARPA) funds. The board discussed possible funding available: expect to receive around \$300,000 from sales of current lots pending with Sommers Development, 40 vacant lots are left that may sell for approximately \$10K or more each, selling of Ardendale/South Green lot for an undetermined amount, that would be divided over five years. Restrictive funds are about \$100K. We can operate with a director and a programming and communications manager but we will have limited funds. There are funds for 2025 but unsure what funds would be available after that.

Discussed the possibility of finding other ways to help seniors and other residents, with snow removal, grass cutting and those needed repairs on their homes if OSE is low on funds. There may be organizations that offer a solution. It could be beneficial to partner with Cleveland Housing Solutions or Cleveland Housing Network. A major gift would be helpful to bring in more funds. Corporate sponsors and banks could be approached as well. The challenge for the executive director will be raising money.

President Krivanka will be meeting with Mayor Georgine Welo, Vice President Jillian Dinehart, Mike Love and Keith Benjamin on Thursday regarding the transition.

Annette Iwamoto planned to leave the meeting at the point when discussion began about the executive director position.

Review of Draft Executive Director Job Description

Fundraising is the main priority. Also add developing new partnerships to bring in external capacity for the grants program. It was suggested that it would be a good idea to add percentages to show the amount of time spent on the different responsibilities and tasks.

Still needed are board members chairing the Revitalization Committee and the Fundraising Committee. It would be good to have a conversation with the Future Heights organization and LakewoodAlive to see what they are doing in these areas.

Amy Crawford, Denise Turner, Jillian Dinehart and Pat Kenney agreed to be on the search committee for an Executive Director for OSE.

Finalizing Executive Director Job Description and initiating a Search Process

President Krivanka prepared a draft for the Executive Director position. There was an ensuing discussion about additions and revisions to the draft. He asked that board members contact him with any other ideas to add to it.

Discussion of One South Euclid Future Staffing Needs

The board reviewed and discussed the document for Manager of Programming and Communications responsibilities.

Role of Vista volunteer: if a volunteer starts before the Executive Director starts then the Programming and Communications Manager Barbie McCann is very capable and could provide supervision until an Executive Director is hired.

Upcoming Transition Decisions

- Executive Director Search process timeline was discussed. End Date (11/22) and Limitations of Continued Support from the Executive Director.
- Still needed: Chairs for Revitalization and Fundraising Committees; could be a chair and co-chairs too.
- Weekly Accounting Needs - for continuity sake Annette would be willing to assist and would have the ability to sign checks until November 22.
- Responding to Property Purchase Applications and Signing Real Estate Documents - to be determined.
- Administering Neighborhood Grants Program and Storefront Renovation Program - Annette stated that Barbie is capable of getting the program started with the assistance of Annette.
- Supervision of OSE Staff (Programming and Communications Manager and VISTA employee)
Barbie McCann can manage the VISTA employee during the interim.

The board discussed the draft of the Executive Director position. Ideal candidate: Bachelor's Degree is negotiable. President Krivanka asked the search committee to revise a draft of the job description. It could be worked on this week. Emails will go to the committee. To be removed: extensive experience and understanding of real estate and commercial development. Salary is commensurate with experience and qualifications. Email to: searchcommittee@onesoutheuclid.org

1. Upcoming Events

- a. South Euclid Events: <https://www.onesoutheuclid.org/event>
 - i. 12/1 Pets Light Up Our Lives Ceremony, Mayfield & S. Green Rds, 2pm
 - ii. 12/1 Lighting Ceremony, City Hall, 4:30-6pm
 - iii. 12/7 Gingerbread House Decorating, Community Center, 10am-12:30pm

- b. One South Euclid Board and Committee Meetings
 - i. 2024 Regular Board Meetings will be held at 6:00pm at the Community Center: December 12
 - ii. Fundraising Committee - 11/12 & 12/10 at 12pm (virtual)
 - iii. Revitalization Committee - 11/5 & 12/3 at 8:30am (City Hall)
- c. 2025 Meeting Dates: will be held at 6:00pm at the Community Center: February 6, April 3, June 5, October 16, December 11

2. Adjourn

Pat Hyland motioned to adjourn the meeting. Seconded by Elaine Yeip. The board unanimously approved. President Krivanka adjourned the meeting at 8:40p.m.

Respectfully Submitted,

Barbara Latini
One South Euclid Administrative Support

(Proofread and approved by Secretary Rita Ross and Executive Director Annette Iwamoto)