



## **Regular Meeting of the Executive Board of Directors**

**October 5, 2021 at 6:00 p.m.**

**South Euclid Community Center & Virtually Via Google Meet**

**1370 Victory Drive, South Euclid, Ohio 44121**

**Minutes**

### **Board Members**

Karen Poelking, President  
Rita Ross, Secretary  
Moe Romeo, Treasurer  
Len Calabrese, Past President  
Carol Fiorelli  
Patrick Hyland  
Rick Krivanka  
Al Paynter  
Kim Scott

### **Executive Director**

Annette Iwamoto

### **Marketing Director**

Barbie McCann - v

### **Absent**

Lisa Mack, Vice President  
Beverly Burks  
Raja Belle Freeman  
Tammy Lease  
Curtis Orr  
Denise Turner  
Keith Benjamin, Ex-Officio  
Jim O'Toole, Ex-Officio

### **Also Present**

Daniel Subwick, Community Development Coordinator

v= Attending virtually

The Regular Meeting of the One South Euclid Board of Directors was held at the South Euclid Community Center and Virtually via Google Meet on Tuesday October 5, 2021. President Karen Poelking called the meeting to order at 6:00 p.m.

Secretary Rita Ross performed the roll call of board members. There was a quorum present.

President Poelking reported that she stepped up to fill the position of president until the Annual Board Meeting in February 2022. President Vaughn Johnson recently resigned to become the deputy director of Economic Development with Cuyahoga County. She explained that he could not remain in a board position citing conflict of interest regarding county grants. Karen stated that Moe and Len have been wonderful. Len offered to step up. Lisa Mack stepped up as Vice President and Rita Ross as Secretary. This resulted in a full complement of board positions. Something we had not had before.

Prior to leaving the board, Vaughn Johnson had the idea to use the consent agenda because it allows for more engagement among members at board meetings. It makes the meeting more efficient and frees up time to have discussions on important current items. President Poelking walked the board members through how a consent agenda would work. Basically, this is accomplished by putting all routine agenda items together and passing them all at once. If there is anything on the consent agenda that needs to be discussed then any member of the board may request that the item be set aside for discussion at the proper time. If there is a minor correction it may be addressed before the meeting or just mentioned that a correction needs to be made, e.g. spelling or grammatical errors without removing the item from the consent agenda. This works best if all board members read the consent agenda items before the meeting. She noted that then President Johnson had sent out a handout to the board members that explained why, how and what items can be contained in a consent agenda. More important items would not be placed in it. What should go in the consent agenda are regular board meeting minutes, and various reports. Example is our consent agenda for today:

Consent agenda:

- a. August 4, 2021 Regular Board Meeting Minutes
- b. August Marketing Report
- c. 8/3/2021 Revitalization Committee Meeting Minutes
- d. 9/7/2021 Revitalization Committee Meeting Minutes
- e. 8/17/2021 May-Green Subcommittee Meeting Minutes
- f. 9/21/2021 May-Green Subcommittee Meeting Minutes
- g. Mingle at the Mansion Planning Committee Activity Summary

Moe Romeo motioned to approve the Consent Agenda. Seconded by Carol Fiorelli. The motion was unanimously approved. (8-0-0) President Poelking was not needed for this vote since there was a quorum present without her.

### **Finance Report**

Moe Romeo reported on the Financial Statement ending August 31, 2021. He indicated that the property that University Suburban Health Center Foundation donated to OSE is listed under

“Other Asset” on the report as “Property for Resale” at the current value of \$75,200. Increasing the Total Assets to \$495,398.15. Executive Director Iwamoto mentioned that the property has more than doubled in value as noted by the 2021 new appraisal.

Financial Balance Sheet as of August 31, 2021:

Checking	\$ 6,579.09
KeyBank Checking	\$ 326,991.63
Sts. Margaret & Gregory Fed CU - Savings	\$ 102,043.35
Payroll	\$ 501.00
KeyBank Payroll	\$ 53.08
Total Current Assets	\$ 420,198.15

### **Executive Director**

Annette Iwamoto graciously gave her thanks to so many who have helped her since she became executive director. She mentioned that she met with all board members. She also mentioned she continued outreach to try to meet with all of the elected officials of South Euclid. She probably met with half of the city council members and the mayor. She will be reaching out to other suburban community development corporations. The CDC conference is coming up this week. Barbie McCann will be helping with an upcoming Shaker Heights meeting. Annette shared she has moved from meetings and reviewing historic documents to being more hands-on. She is one hundred percent administering the senior landscaping program and fifty percent of the other neighborhood grant programs. She is hoping to alleviate some of the work the city was doing and switching ownership to One South Euclid. She stated that she is trying to keep the board updated through emails because so much is happening between board meetings.

### **Executive Committee**

President Poelking indicated that the 90-day period has been reached for Executive Director Annette Iwamoto. She thanked both Annette and Barbie McCann for the team work that they have displayed by working together to accomplish so much.

Len Calabrese suggested inviting Matt Zone, Senior Vice President of the Western Reserve Land Conservancy and director of Thriving Communities, to speak to our board either in person or virtually or meeting with him prior to or at the OSE Annual Meeting. It could possibly even be at a community meeting to get information and his analysis on what to expect for 2022.

Tammy Lease emailed Annette that she has personal matters to take care of regarding her mother so she has temporarily not had time to attend to OSE duties.

President Poelking stated that as a group there needs to be succession planning. It takes individuals to step up and say that they will become more involved and take on more responsibility. She asked members to do some reflection about joining the board or a committee. Members also need to reach out to others.

Before President Vaughn Johnson left the board he stated that everyone will be assigned a committee. However, President Poelking would like to reach out and talk with each member to see their preference of a committee they would prefer to be a part of.

## **Governance Committee**

Rick Krivanka, Chair, reported that after receiving feedback regarding the first draft of the Succession Planning Matrix the Governance Board finalized the matrix that was presented at the meeting. The matrix will be used in further recruitment of board member candidates to be voted on at the December 2nd meeting and in subsequent years.

He asked that everyone respond by submitting their talents/background information using the Personal Response Form to be returned at the meeting or the Excel version.

Board members who will be completing their first or second terms in 2022 will be individually contacted by the Governance Committee to serve a subsequent 3-year term.

New OSE board candidates that have been presented as of September 30th are:

1. Michelle Brooks, works at Alcoa and is a union representative, nominated by Kim Scott;
2. Steve Haynie, Cuyahoga County Public Library Manager at the South Euclid-Lyndhurst Branch, nominated by Len Calabrese;
3. Joe Pollack, Pollack Studios and coordinates Cedar-Green Merchants Association, nominated by Executive Director Iwamoto.

Len Calabrese will talk to Elaine Yeipe, retired from a community literacy service, to see if she is interested in joining the board.

New board committee members/candidates are: Callie Cripps, Economic Development Director for the City of Euclid is a member of the May-Green Subcommittee. Executive Director Iwamoto met with Kaleb Kaschalk regarding the possibility of joining the Fundraising Committee. She also has a follow-up meeting with Robin McKinney. She may speak with Harriet Hadley, the new executive director of Merrick House also.

Discussion ensued regarding three proposed bylaw changes:

- Removal of Article III, Section 6 - speaks to the order of business conducted at meetings;
- Change to Article V, Section 2 - regarding the signature power of the Executive Director - a need to address the signing of documents. This will be reviewed by legal counsel before the December board meeting; Will expedite the way things get done.
- Change to Article II - Section 3 - to allow up to three people who do not live or work in South Euclid to serve on the Board. Len Calabrese opined that it allows to have someone with a particular skill or expertise and who may create leverage on the board.
- Question was raised if Scott Blevins is still a board member. Carol Fioreli stated she had an email discussion with him that he was not able to be on the May-Green Committee. A discussion suggested that he is no longer able to be on both the OSE Board nor the May-Green Committee.

The next Governance Committee meeting is Thursday, November 18th at 9:30 am at the OSE Office.

### **Revitalization Committee**

Carol Fiorelli, Chair, gave the following report: Revenue: \$82,846

- Sale on King George and vacant lot;
- \$42,500 pending sales;
- Wilmington property - profit sharing, 1st one that OSE gets 10% profit from sale.

Carol Fiorelli reported that the Neighborhood Grants committee met today; they will make some changes to next year's program.

Regarding the Exterior Home Grants - only one that will back out of their project. Consequently, \$3000 can go to other approved projects in this fiscal year.

### **Mayfield Green Action Committee**

- Rezoning of the three parcels on South Green - Planning Commission will schedule a Public Hearing, after a vote by the Planning Commission, City Council will schedule a Public Hearing;
- Downtown South Euclid page is on the OSE website;
- Palermo Property - Proposed - Retail combination/Mixed Use;
- Meeting with broker and property owners of Palermo property on October 14th;
- Hanna Commercial is focusing on the possible sale of a portion of the southwest corner of Mayfield-Green building owned by Wasserman.

Carol Fiorelli stated that virtual meetings are being held monthly on the third Tuesday at 7:00 p.m.

### **Fundraising Committee/ New business - Mingle at the Mansion**

Karen Poelking combined the fundraising report with the "Mingle at the Mansion" Fundraiser.

- The number of people planning to attend so far is 55. The number of tickets will be limited to 100.
- Executive Director Iwamoto found someone to livestream the event.
- Weekly meetings of the Fundraising Committee are continuing on Tuesdays at 5:00pm-6:00pm virtually.
- Galabid will handle the sale of tickets for the raffle. It will close on the date of the event approximately at 8:30 p.m. on October 28th.
- A couple of the raffle items are: A personal tour of the mansion and Cleveland Indians package.

### **New Business - May-Green Zoning District Update**

The proposed rezoning of the three parcels on South Green Road and the expansion of the Mayfield-Green District will be voted on by the Planning Commission after a Public Hearing. City Council will then schedule a Public Hearing and vote on the issue.

### **Upcoming Events**

a. South Euclid Events

i. South Euclid Events

1. Come Together & Thrive Ride, Walk, & Run  
October 9, 2021
2. Junk in the Trunk Pop Up Event  
October 9, 2021
3. Shred Day  
October 16, 2021 | 9:00am-12:00pm  
City Hall, rear parking lot
4. OctoberFeast  
October 23, 2021 | 12:00pm-5:00pm  
Quarry Park
5. Mingle at the Mansion Fundraiser  
October 28, 2021 |7:00pm  
Telling Mansion, 4645 Mayfield Rd
6. Free Tree Day  
November 6, 2021| 10:00am - 1:00pm  
Bexley Park
7. Lighting Ceremony  
December 5, 2021  
4:30-6:00pm

ii. Regular Board Meeting

1. Thursday, December 9, 2021 | 6:00 PM  
SE Community Center, 1370 Victory Drive and Virtually via Google Meet.
2. Board meetings in 2022 will be on the first Thursday of every other month, beginning in February at 6pm.

Moe Romeo motioned to adjourn the meeting. Seconded by Len Calabrese. President Poelking adjourned the meeting at 7:40 p.m.

Respectfully Submitted,

Barbara Latini, OSE Administrative Support

(Proofread and approved by Secretary Rita Ross)