

October 13, 2020 · 1:30 PM – 3:00 PM



Attending: George Scott, George Alexander, Lillie Wiley-Upshaw, Sharon Holley, Roxanne Kise, Carmen Swans, Dr. Lillian Williams, Dorothy Hill, Chi-Chi Owunwanne, Sharon Holley, Terry Alford, Audrey Clark.

Guest: Denise Lawrence, Fundraising Consultant.

Meeting was called to order at 1:35 by Commission Chair, George Scott.

Charity Consultants

Introduction of Denise Lawrence of Charity Consultant was made by Terry Alford. Charity consultants was founded in 2008, but Denise has been doing non-profit work since 1987. They are a group of 18 individuals.

Lawrence shared her Fundraising Plan Outline. Plan will focus on the next four year 2021-2024. They will build us a case of support to help us explain why donors should give to us and why they should give now. Consultant will help us create goals.

They will identify our prospects and then give us a cultivation plan to help guide us in building relations with donors. It will be broken out on a calendar to help the commission stay on track.

Denise hopes to have a draft plan to us by November 9th and a final version the Monday before Thanksgiving.

Roxanne Kise asked a question about funding and budgets. Lawrence answered that about 50% of funding should come from donors. 30% from private corporations/larger donors, 10% events, 10% from the government.

Denise left the meeting.

Approval of last meeting minutes: Motion to approve by George Alexander. Minutes approved.

Finance Report/Updates:

Period ending 9/31/20

Money Market Account ending in....1992

Beginning Balance:	\$1,050.88
Interest Paid:	<u>+0.01</u>
Ending Balance:	\$1,050.89

Business Reward Checking Account ending in....4697

Beginning Balance:	\$ 4,003.11
1 Addition:	+15,000.00
4 Subtractions*:	<u>- 59.53</u>
Ending Balance:	\$ 18,943.58

*

Go Daddy	\$13.03
Go Daddy	6.51
Go Daddy	6.51
Commercial Loan Payment	<u>33.48</u>
Total subtractions	\$59.53

Reward Checking Account ending in....4711

Beginning Balance:	\$72,374.73
1 Addition:	+15,000.00
19 Subtractions*:	<u>- 29,946.04</u>
Ending Balance:	\$57,428.69

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Payroll	\$ 51.50
Payroll	1,242.19
Payroll	2,560.56
Officemax	35.76
Buffalo Wholesale	94.61
Spectrum	71.97
Amazon	66.33
ShelterPoint	356.72
Payroll	44.50
Payroll	1,242.14
Payroll	2,560.58
Bene-Care	508.77
Internet Trf To DDA	15,000.00
Officemax	23.41
M&T E Buffalo	<u>12.00</u>
Total subtractions	\$29,946.04

George Alexander needs to go to the bank to be added to the bank account to pay off the loan.

We are almost at the point when we have paid all the money given from ESD. Once it is gone, we should ask for another allotment. Once we do that, more money will be given in about a week. We should do this after the next payroll comes out.

CPA Appointment - Conway Porter will be the CPA and he has lowered his price to \$900 per month. He will do our state taxes and has met with Terry and Audrey to create procedures. We created a policy and procedure document that we will present to the Board so that it can be approved and added to the bylaws. Terry will get this document out to the Finance Committee and Governance Committee by the end of the week.

Project Manager position upgrade from PT to FT- Terry Alford (ED), as a follow-up to his early request at the September general meeting, presented to the Commission justification as to why the position should be upgraded to a full-time position. Roxanne Kise (Consultant) shared the budget showing costs and fringes associated with the upgrade (from the present \$21,000 per year part-time position to \$30,000 per year for a full-time). Terry reported that UBRI was fully supportive of the upgrade if the Commissioners voted for the upgrade. Upgrade would occur only if and when funds were approved by - and available from ESD. Commissioners voted to upgrade the position when these things occur.

Old Business:

1. Master Strategic Action Plan Updates - have a press release to announce the selection of a firm.
2. Meeting with Mayor Brown - We presented 507 & 509 and what we would like to see on the properties. We also discussed the spaces behind the church and our plans for them. We invited the mayor to appoint or be a part of our planning meetings with Moody Nolan. After telling him all this the Mayor told us that 507 & 509 is a done deal and the spaces. Sheila Brown informed us that she is the one getting 507 & 509 and the lots behind the church. The city has plans to develop the space as living/loft spaces.

We decided to continue the path of trying to obtain the properties. Audrey & Terry are working on a community action plan to try and raise awareness about the properties. The text needs to be revised. Terry will share the call to action with Jessie Fisher. Roxanne and Terry are working on a Developer Designation Letter to try and obtain the properties.

Dr. Lillian Williams suggests that we look at the Tenement Museum to help come up with plans/proposals for what we can do in the lots we are looking to acquire.

Terry met with JM Reed who is a realtor to show how owns the stretch of the corridor we are looking to acquire property in. JM Reed has agreed to work with us to help us acquire these properties. He will let us know when these properties come up for sale. He has a strong relationship with the property's owners.

3. Community Clean Up & Reopening - 55 volunteers for community clean up. Tours are regularly coming in now. Great media coverage, all news outlets expect for Channel 4 & Buffalo News came out to cover us.

New Business:

1. Dr. Wesley Hicks - setting up a meeting with Terry tomorrow to discuss the properties that Dr. Hicks and his brother owns. They might be willing to collaborate with the commission because they are insulted by the large developers that come in and want to tear down their properties. Dr. Hick's father was the first black dentist in buffalo and the family may want to preserve their legacy.
2. Mary Talbert - Dr. Lillian Williams has been giving a lot of lectures. Lillie Wiley-Upshaw suggests that we start a speaker series. Dr. Williams has had a lot of people contact her regarding learning

more about the history of the corridor. it seems like the perfect time to launch something like this. Roxanne suggests women in music as another component to the speaker series.

3. WUFO Radio - Breast Cancer Awareness and seeking approval to change the lights on the arch to pink.
4. Roswell Park - George Johnson & (Something?) Kennedy wants to work with the commission to start developing gardens, walking communities, etc. Terry wants them to commission an art project. (Ex. Mural of Eva Noles- first trained black nurse in Buffalo who worked at Roswell Park for 32 years as Director of Nursing). Dr. Williams has worked with students and Roswell Park to create banners. She suggests that Terry reaches out to them.
5. Docents & Volunteers - meeting will be held by Audrey next week. Please let her know if you want to be involved in the planning of this.

Adjournment: At 3:03 pm, George Alexander made a motion to adjourn the meeting; Dr. Lillian Williams seconded the motion. Motion carried by acclamation.

The next Commissioners meeting is scheduled for Tuesday, November 10, 2020 · 1:30 pm – 3 pm.