



# CALLICOON BUSINESS ASSOCIATION

## 2019 Monthly General Meeting 11.20.19 | MINUTES

Western Sullivan Public Library, Delaware Free Branch, Callicoon, NY | 11.20.19, 5:30 pm

Meeting called by: **Tracy Broyles**, President      Timekeeper: **Tanya Vannatta**, Board Member  
Facilitator: **Tracy Broyles**      Call to Order **5:40 pm** by Tracy Broyles  
Note taker: **Evan Eisenberg**, Secretary      Adjourned **7:19 pm** by Tracy Broyles

Board members present: Tracy Broyles, *President*, Nicole Vallance, *Vice President*, Evan Eisenberg, *Secretary*, Gina Fenton, Tanya Vannatta, Kate Hawk. Other attendees: Laurie Ramie, Sylvia Hummel, Tom Rigney, Melissa Reid, Monica Weir.

### AGENDA TOPICS

#### President's Report | Tracy Broyles

- Identity of the CBA: While the consensus of the last few boards -- reflected in our projects, events, and membership policies -- is that we are evolving from a pure business association to a business AND community association, this change has never been ratified by the membership.
- At the beginning of the year, we said our agenda was to address character, capacity, and construction.
  - Capacity: The Events Committee has established a protocol for planning and executing events. The CBA has hired the Democrat for marketing, social media, and website maintenance. But we need to increase member participation.
  - Construction: We have adopted conflict-of-interest and whistleblower policies. Working on additional policies, including document retention. All should eventually be posted on website. We have letter of engagement from Cooper Arias, who are prepared to submit our application as 501(c)6 at a cost of \$1,200 - \$1,800. Reserving \$4,000 for that, filing fee, and whatever else comes up.
  - Character: CBA has been functioning, de facto, as a business AND community association. Our activities, including events, serve the community and businesses at the same time, and when one is benefited, so is the other. As Rosie always says, even if an event doesn't benefit a particular business on the day, it brings people to town and benefits them in the long run.
- We will take a nonbinding vote as to whether the CBA is a business and community association.
  - What are the implications? First question is really intent, mission. Who it's meant to serve, include, etc. Question of 501(c)6 vs (c)3 status has nothing to do with this question. And we don't need to change the name now; we can do a DBA if we want. But this will clarify recruitment of board for next year.
- Laurie: Why wouldn't you want community members? If necessary, could have them as affiliate members, not voting. Tracy: I'd object to that. Also need clarity on what requires board vote, what a member vote. Gina: Business members don't have time to get involved, so greater involvement from community is needed.
- Nicole: Before we make this decision we should discuss the practical implications, some of which may be unforeseen. The needs of the businesses and the wider community are not always the same, particularly on where to spend dollars and how to organize events. I think it needs more discussion with a bigger group.
- **Tracy put the question and called for a show of hands, with the following result:**
  - **All in favor of a strictly business association: None**
  - **All in favor of formally adopting the status of a business and community association: 9**

- **Abstentions: 1**

---

### Secretary's Report | Evan Eisenberg

- Tracy suggested several amendments to the draft minutes of the previous General Meeting (10.30.19).
- **Motion to approve those minutes as amended was proposed by Kate, seconded by Nicole, and approved unanimously.**

---

### Treasurer's Report | Tanyia Vannatta (on behalf of Tom Dent, absent)

- Total of \$10,798 in bank; \$233 earmarked for Beautification, \$200 for Hometown Heroes, \$1,214 for Depot. General \$9150, of which \$4,000 reserved for legal expenses etc. (mostly related to our nonprofit status), rest mainly for marketing.
- **Motion to approve Treasurer's Report was proposed by Nicole, seconded by Gina, and approved unanimously.**

---

### Events and Fundraising Committee | Tanyia Vannatta

- Events: Profit of \$1,575. \$410 to youth center from separate raffle, so total over \$2K profit.
- Tracy: By end of year we should send thank you letters to all donors. Could also print up certificates that major donors can display. Gina: Can we get a \$50 gift certificate for the Verizon employee who has been helping us put up wreaths? Tracy: Events committee has discretion to use funds in that way.
- Discussion of plans for Tree Lighting and Dickens on the Delaware: This Sat from 1-4 we'll be decorating town, will go through decorations in Sykes building. Tree Lighting on Friday 11.29, 5:30-6:30.

---

### Depot Committee | Nicole Valliance

- **The consensus of the meeting was that the revised lease, which has been reviewed by the Board, should be submitted to the RR.**
- Site plan / survey is being completed; cost of \$3,900 covered by Sullivan Renaissance Municipal Grant. Trying to figure out what our northern border will be.
- Need RR to sign access agreement so we can begin Phase 1 EIS (paid for by county).
- Next step is to draw up an RFP for architectural services or design/build. Will try to work with Kristin Porter.

---

### Old Business

- Nicole: Wayfinding signs: We've been waiting for DOT / DPW to create space, which they finally did. Bought posts, then DOT /DPW said they have to be breakaway. Found solution, kiln-dried cedar or KDAT pressure treated. Hopefully will be up by Dickens.
- Elections for 2020 Board:
  - Tracy: We are calling for candidates and will issue an email to that end as soon as possible. At the December member meeting we will initiate the elections and per bylaws the ballot will close no less than 30 days after the call for candidates. Additionally, it is important that the CBA ask less of board and more of membership. Would be great to have someone on the Board who is closely associated with the Town.
  - Evan: How do we recruit? Suggest each board member come up with list of 10 people. Eventually, outreach for Depot and expanded CBA (or CBCA) will go hand in hand.

**MEETING CLOSING:** Motion to adjourn proposed by Kate, seconded by Tanyia, carried unanimously at 7:19 pm.