



CALLICOON BUSINESS ASSOCIATION

2023 Monthly Member Meeting | 06.27.23 MINUTES

Meeting date | time 06/27/2023 | 6:30 pm | Meeting location Callicoon Pantry + Zoom

Meeting called by:	Nicole Vallance , President	Timekeeper:	n/a
Facilitator:	Nicole Vallance , President	Call to Order	6:32 pm by Nicole Vallance
Note taker:	Lily Smith , Secretary	Adjourned	7: 12 pm by Nicole Vallance

Attendance: Executive Board Members: Nicole Vallance, *President*; Zach Scheitlin, *Vice President*; Roy Harris, *Co-Secretary*; Lily Smith, *Co-Secretary*. Rosie DeCristofaro; Rebecca Tharp; TK Keokham-absent **Zoom: Absent:** Tom Dent, *Treasurer*; Rachel Littman; **Guests:** Monica Weir **Guests via Zoom:** Gina Fenton, Wendee Greene, John Erik Karkula (6:45pm), Karen Dettori, John Dettori (6:47pm)

AGENDA TOPICS

Agenda topic President's Report | Presenter Nicole Vallance

Call to order (Pass Sign in Sheet)

- **Job Corps Meeting Recap** | Nicole & Wendee met with the Delaware Valley Job Corps team (Center Director, Mathew Bliefernich + Jason Naule & Andrew Savage) about various CBA initiatives including Country Fair Their team from the wood shop has the ability to rebuild planters and help out with Callicoon Beautification. They are also talking about other ways to bring students to various CBA initiations. The feedback was enthusiastic. The wood working team is also discussing the possibility of helping rebuild the Depot stageWendee will speak to that shortly.
- **CBA Code of Conduct** | CBA code of conduct review: also attached to agenda. Updated version from last month, talking about having it on the website, and other communications to keep everyone informed. Reply to Secretary with suggestions. (secretary.callicon@gmail.com)

Agenda topic Secretary's Report | Presenter Lily Smith

- **Motion to adopt 05.23.23 General Member Meeting Minutes (Lily) 2nd (Roy) Approved by all.**

Agenda topic Treasurer's Report | Presenter Tom Dent (absent)

Tom is not with us so we'll forgo the Treasurer's report today. Overall, all remains in good condition.

[There is 1 attendee present > Request to move up Depot Update to top - in consideration of Wendee's time]

Agenda topic Depot Update | Presenter Wendee Greene (guest from CDI)

- Depot Update: Wendee reports: A bulletin board was installed at the Depot – located more toward upper Main Street. They will work on further naturalizing, and the install went fine . Fence install is planed for on Sunday – weather dependent
- **Wifi** | Wifi install went well: we haven't publicized it yet, but it's not a secret. We're working to max ORB system.

- **DASNY** | TheTown of Delaware approved SEQR, next SHPO. Nicole and Wendee are working to move more quickly on that. Environmental review processes have to be completed for funding purposes. These are the environmental components for the DASNY grant.
- **Community Outreach** | We're planning a Town Hall meeting on Aug 1 at 6pm at the Delaware Youth Center (DYC).

[6:42: Wendee concludes. Leaves Zoom.]

[6:45: John Erik Karkula joins Zoom]

- NV: did you hear the Depot update?
 - JEK: only the last part, which brings up more questions. The environmental studies – wasn't that done last year?
 - Zach: You'll have the opportunity to ask these questions at the Aug 1 Town Hall meeting.
 - NV: John Erik & I did A LOT of work for on the Depot for many years, so I understand his concern and am happy to do a quick review as a courtesy
 - **Depot Update Recap:**
 - **Bulletin Board** | A bulletin board was installed on the upper main street side of the Depot
 - **WiFi** | Was installed and should go live shortly. It has a 7500'sq range.
 - **DASNY** | SEQR – town approval for negative declaration of impact, for which Kris Scullion was super helpful in helping us get that done quickly.. SHPO is next and Wendee and I are working to get that done quickly

[6:47: Karen and John Detrori join Zoom]

Agenda topic Beautification Committee | **Presenter** *Nicole Vallance & Rosie DeCristofaro*

Rachel is not here to speak for the beautification committee.

- **Baskets** | Thanks to Jen & Jill Weiner for assembling the hanging baskets - they came out beautifully.
- **Planters** | This year's team chose to focus on locally grown flowers and include edible plants for. The planters made by the JobCorp 15+ years ago served our community well, but now the majority are structurally unstable, which gives us the opportunity to bring in new ones and include more edible plantings in design this year. It would require we change to use non-pressure treated wood. We first ordered cast stone planters hoping to be consistent with other planters, unfortunately they don't match in size and color well and will be returned. Instead, JobCorp's wood working department has offered to will build new planters. This will take at least 3 weeks and the timing was why we ordered the others. However, since those don't work well, , we think its would be better to wait for the planters from Job Corps as it is already July.
 - JEK: Of those (pre existing)cement planters you referred to is really nice – they cost about \$700 each and were special order from midwest, frost resistant, iron rim so they'll be durable even during frost and if hit with car doors.. They were built to last about 20 years. One of them is between Peck's and the Laundromat;(with the dying arbor vitae. It needs to be replaced. One expensive pot can be used. It matches other pots on Main street. A few were placed at Depot, but they were originally meant to be on Main street. They were only placed there temporarily, so you can likely take those to use as well.

- **Weekly Beautification days** | NV: Rachel is not here to speak to that. But, we planned to continue community gardening Thursdays from 3-7 pm.
- **Comment**
 - Rosie will get 3 more hanging plants. She's paying for a basket in front of building 1906, who is going to maintain it. Have received \$100 from Fran, Freda Realty and Rosie – toward Planting a tree, installing a bench in honor of Kathy Langly... who passed away last November.
- **Reminder:** Agway 20% expire July 31st. Available at Callicoon Real Estate.

Agenda topic Events Committee | Presenter *Zach Scheitlin*

- **Country Fair** | rescheduled, again, due to weather. New date is July 29th.
 - Tanyia Vannatta, Country Fair Chair, is not here but Zach will speak) ZS: We're still coordinating with vendors and sussing out what changes will be made.
 - Stage | Wendee Greene confirmed the stage is structurally unsound to use. It will not be fixed by July 31. The fair will be held in the park.
 - New Date | New date is July 29th.. We're right back where we started; that is, it will be held during the hot season. In the past we lacked any service for WiFi. Now the Depot has WiFi running, but until they measure usability, it may or may not be open for the public in time for the Country fair. We do have Wifi at the Park.
 - At Tuesday's events meetings we'll figure out with Tanyia where we stand with everything scheduled for the Fair. However, most everything was confirmed.
- **Casino Night** | Casino Night is moving from Saturday, July 29 to Sunday, September 10th. The purpose of the event is about fundraising. Lily will help with budgeting. This new timeline gives us more lead time to get word out to expand our reach as far as Monticello and see how big we can make this and get people involved; that is, for sponsorships, basket donations and items for the silent auction.
 - The goal is to raise funds for a marketing budget to redesign the CBA website, to modernize it and give more control to members to manage their pages and not be dependent on CBA volunteers to make routine updates to profiles. Also, in order to have a strong social media presence, we're planning to hire a social media coordinator F/T. We are actively pursuing someone to fill the position vs. what we're able to do right now.
 - The fundraiser will be hosted by The Seminary Hill. It will be a BIG, legitimate, lux event with a goal is to sell tickets, We'll have real casino dealers – it will be real slick. We have someone on the committee who's hosted these types of events to help guide planning. We're planning this the weekend after Labor Day.
- **Art Walk** will take place on Columbus Day weekend, and will be activated Sunday. Art installs will be done the Thursday & Friday prior; artists will work with businesses to set things up. Saturday activation was changed because of a conflict with Narrowsburg's Logging Days. In the past, the event has been well attended, and .. We didn't see any issue to move it to Sunday so it doesn't compete with logging day. The added benefit is people come to town anyway for the Farmer's Market. We're looking for someone to Chair the art walk. Krissy has kindly assisted with providing information on prior years events given ads and email same, we'll reach out to previous artists thru SM. As we discussed at the executive meeting: we're getting good rates in ArtKill mag and Catskills Confidential for Fall ads.

Agenda topic Events Committee | Presenter Zach Scheitlin

- **Callicoon Map** | NV: Roy mentioned updating maps of lower and upper main street. This was originally designed by local artist, Xeth Fienberg as part of the 2019 Sullivan Renaissance Municipal Partnership Grant. This needs to be updated. We have located the original files to update, and will make time to update it this week and send it to the printer.
- **Committee Meetings** | NV: anyone who wants to participate at the Events Committee can join us first and Third Tuesdays at 5pm at the Callicoon Marketplace.
- **Social Media Coordinator** | Zach: we're still searching for a SM manager. Some people are being considered, some people with their own pages, also the exec board meeting some SCVA in their network taking over? It's a lot to take on in the middle of the season. We're offering \$350/ month in compensation.

Agenda topic Public Comment | Presenter Various

- JEK: I checked the agenda to make sure I could join the presentation about Depot, which was listed further down the agenda.
 - NV: Wendee was with us and as there was only 1 guest in the meeting at that point we moved her report to the top of agenda in consideration.
 - JEK: I would request that when such an important matter is on the agenda that we be given ample notice. I really wanted to hear what Wendee wanted to say.
 - NV: Maybe we should move the Depot Update to the top of the agenda moving forward.
 - JEK: It's an important topic for the community; it would be good to be present.
- Rosie: about WiFi – 7500 feet is 2500 meters, which is 1.5 miles. Is that right?
 - NV: No, it's by area. So it would be approximately 7500 sq feet in coverage around the routers. Will approximately cover the building and Depot site. Lily: Spectrum is required to provide free service to low-income communities / Sullivan County. Did the Depot look into the possibility of getting service for free?
 - NV: You'd have to ask Wendee.
- NV: To recap the Train Depot update for anyone late.
 - The bulletin board has been installed on upper main side fencing will be put up on July 2nd, volunteers will help with the install. It's not permanent, it's just to satisfy requirements for public safety. WiFi should be available within the next two weeks with QR code posted at the bulletin board about WiFi access, which will extend 7500 ft from the center of Depot; DASNY grant received approval for SEQR 7-10 days ago & on to SHPO: we need plans from construction group for that.
- **Depot Project Town Hall** | The meeting is scheduled to take place August 1st at 6pm at the Delaware Youth Center. There will be a lot of coverage to make sure everyone will know about it.

NEXT MEETING - July 25, 2023: 6:30pm

MEETING CLOSING - Motion to Adjourn (Roy) at 7:17pm, 2nd (Rosie). Approved Unanimously.

Callicoon Business Association | MISSION STATEMENT

Make the hamlet of Callicoon and surrounding areas a better place to live, work, play and visit by enhancing the economic, social and cultural opportunities of those who work, live in and visit here.

Callicoon Business Association | OBJECTIVES

- A. To promote, encourage and enhance business in the hamlet of Callicoon.
- B. To assist businesses in providing improved services for customers and visitors.
- C. To preserve our cultural, historic and natural assets.
- D. To encourage cooperation among Members.
- E. To work with other businesses, hamlets, towns and municipalities within the Upper Delaware River Valley. To recognize and acknowledge special projects pertaining to the hamlet of Callicoon. To increase and improve the patronage to merchants in the hamlet of Callicoon and the surrounding area.
- F. To represent the position(s) of the business community in the hamlet of Callicoon to elected officials,
- G. community partners and outside organizations.
- H. To conduct activities including, but not limited to, advertising, promotion, fundraising and community service for the benefit of

Code of Conduct | GENERAL

The success of our organization is dependent on the trust and confidence we earn from our members, volunteers, partners, and the community. We gain credibility by adhering to our commitments, displaying honesty, integrity and reaching goals through honorable conduct.

We all deserve to volunteer and/or work in an environment where we are treated with dignity and respect. The Callicoon Business Association is committed to creating such an environment because it is what our members, volunteers, partners, employees, vendors, and agents deserve, but also because it brings out the full potential in each of us, which, in turn, contributes directly to our success, encourages community participation and fosters respect in our community.

The Callicoon Business Association is committed to creating an environment at our meetings, events, committees, initiatives, and all organizational work that is free of discrimination of all types and from abusive, offensive, harassing or disruptive behavior. Any member, volunteer, partner, employee, vendor and/or agent who feels harassed or discriminated against should report the incident directly to any CBA Executive Board Member or CBA Committee Chair.

All Callicoon Business Association members, volunteers, partners, employees, and/or agents are expected to support an inclusive organization by adhering to the following conduct standards. This code extends to all participants and guests who wish to attend or participate in Association meetings, functions, events, committees, projects, initiatives, and all other activities conducted by the Association:

- Treat others with dignity and respect at all times.
- Address and report inappropriate behavior and comments that are discriminatory, defamatory, harassing, abusive, offensive, unwelcome, or disruptive.

- Foster teamwork, collaboration, and participation, encouraging the representation from persons with different experiences, perspectives, and backgrounds.
- Avoid slang or idioms that might not translate across cultures.
- Where possible, support meeting arrangements for co-workers with different needs, abilities and/or obligations.
- Confront the decisions or behaviors of others that are based on conscious or unconscious biases.
- Be open-minded and listen when given constructive feedback regarding others' perception of your conduct.

The Callicoon Business Association will not tolerate discrimination, harassment or any behavior or language that is abusive, offensive, unwelcome, or disruptive.

Code of Conduct | CBA MEMBERS

As Members of the Callicoon Business Association [CBA], we recognize that membership is a privilege and that a membership brings with it the responsibility to assure that all members understand and commit to the following code of conduct. The code of conduct shall, without limitation, require members and volunteers to:

1. Abide by the Bylaws of the Callicoon Business Association, its Policies and Protocols of Operation for any applicable programs of the Association. The Bylaws serve as the governing document for all programs and will supersede all other documents.
2. Refrain from publicly disparaging the business practices of fellow Association members, volunteers, partners, employees, vendors and/or agents, refrain from condoning or engaging in misrepresentation or unethical practices.
3. Conduct business and professional activities in a reputable manner so as to reflect honorably upon the business community and fellow Association members, volunteers, partners, employees, vendors and/or agents.
4. Respect the reputation, profile, and status of the Callicoon Business Association, and represent the Association accordingly.
5. Understand, support, and promote the Vision and Mission of the Callicoon Business Association and cooperate with fellow members, volunteers, partners, employees, vendors and/or agents, in the application of this Code of Conduct.
6. Whenever reasonably possible, participate in the functions and activities of the CBA, and promote the enhancement of business growth and community enhancement within the greater Callicoon area.
7. Refrain from engaging in any practices prohibited by law or seeking unfair advantage over fellow CBA members and conform to all laws established by Municipal, State and Federal governments for the control of said business, where applicable.
8. Respect the role of the Callicoon Business Association Executive Board, Committee Chairs, Volunteers, Employees, Vendors, or any Agent of the Association.

The failure to adhere to the professional and community standards and obligations of the Callicoon Business Association, as outlined above, and defined in the CBA Bylaws, can result in the revocation of membership and/or exclusion from participating in Association Meetings, Events, Committees and/or Initiatives going forward.