

March 9, 2021 · 1:30 PM – 3:00 PM



Attending: George Scott, George Alexander, Sharon Holley, Cynthia Conides, Lillie Wiley-Upshaw, Anthony Johnson, Dorothy Hill

Absent: Dr. Lillian Williams, Sheila Brown,

Attending Non-Board Members: Chi Owunwanne, Carmen Swan, Roxanne Kise, Terry Alford, Audrey Clark.

Meeting called to order by George Scott at 1:33 PM. Motion to approve minutes from last meeting motioned by George A. and seconded by Cynthia C.

Finance Report/Updates:

1. Period ending 02/28/2021

Money Market Savings Account ending in....1992	
Beginning Balance:	\$1,050.93
Interest Paid:	\$.01
Ending Balance:	\$1,059.94
Account 1#	
Business Reward Checking Account ending in....4697	
Beginning Balance:	\$5,289.06
Additions	\$8,891.53
Subtractions	\$-356.25
Ending	\$13,824.34
Account #2	
Business Reward Checking Account ending in....4711	
Beginning Balance:	\$44,077.42
Additions	\$220.00
Subtractions	\$-11,510.82
Ending	\$32,786.60
Account #3	
Business Reward Checking Account ending in....5437	
Beginning Balance:	\$0.00
Additions	\$554.15
Subtractions	\$-54.15
Ending	\$500.00

Financial Notes:

1. Fourth Account opened (Known as Account #3) up after the request of the state to manage GDA money.
2. Roxanne states we have reached our max for Year 1 Funding. She will submit to ESD so the 2nd year funding of \$144,000 will be disbursed after.
3. Lillie W. asks about county money from April Baskin. She and Roxanne will follow up with this.
4. Finance Reports & Updates; CPA - George A. and Terry will set up a zoom meeting with Kelly at Service Collaborative. Services with Conway will continue until this happens.
5. PT Project Manager Upgrade to FT - Board approved to upgrade the position from part time to full time in the fall of 2020. The original proposal was 35 hours for \$30,000 annual salary. It was pushed back due to the funders quarterly cycles. A formal request was sent to UBRI with a scope of work. The funders recommended a higher salary based on scope of work for 40 hours at \$40,000 annual salary. Final approval will be considered during funders meeting on March 30. Motion to approve by George A and seconded by Lillie W. All in favor was voted unanimously.
6. Approve 2021 Budget - George A. and Finance Committee wants to submit the budget for review and approval by the board. Roxanne went over 2021 Budget and outlined different aspects of it including how the anticipated incomes were determined. Roxanne talks about employee health insurance. She also notes any sort of raises can not come from ESA money. Motion to approve by George A., seconded by Sharon. Unanimously approved.

New Business:

1. Schedule mandated Harassment and Sensitivity Training for Board - Terry describes his proposal to have mandated board wide training for harassment and sensitivity as well something written into the board handbook. Terry wants to have the workshop sometime this month. It will be 45 minutes long and will have 15 minutes of Q&A. Roxanne asks if the consultant who will run the training will be able to review the handbook. Anthony Johnson suggests that we have a form or document that we ask contractors and businesses to sign in order to indicate that they are aware of our policies. Cynthia wonders if it should be pushed back a couple months so new board members we are able to attend. Chi will find out if the training can be recorded and shared to new members.
 - a. Seek Board Approval of Addition to Our Mission Statement
 - i. As an advocate for the community, the Michigan Street African American Heritage Corridor Commission endeavors to integrate the African American cultural significance and impact on Buffalo's history through public engagement, community education that will invigorate, inspire and enliven cultural appreciation, preservation and community development.
 - ii. Motion to approve by Cynthia C., seconded by Sharon. Motion unanimously approved.
2. Governance Committee (please review the below documents and be ready to discuss/vote on them during the April 2021 meeting).
 - a. Discuss Committee Boards' "Activities Outlines"
 - b. Discuss MSAAHCC Board Manual
 - c. Present and discuss Board nomination candidate - Cynthia, interviewed Judge Mcleod that went very well. Motion made by George A. Seconded by Anthony J. Unanimously approved.
3. Committee Work Plans
4. Definition of what constitutes an "Anchor" - insert from Roxanne's document

5. Erie County Cultural Grant Application
 - a. Meeting with ASI tomorrow to talk about our best strategy. Talk about in more detail during the planning meeting scheduled for 03/11/2021.

Old Business:

1. Approval of CRM Program for data collection
 - a. Lillie Makes a motion to purchase Little Green Light. George A seconds. All approve
2. RFP for Lease of 509 Michigan Ave -
 - a. Brendan Mehaffy agrees not to sell lots behind the church until we have a chance to get something together.
 - b. Mehaffy apologized for the Mayor about the space at 507 was a done deal. He said it wasn't true.
 - c. Lisa Hicks has been appointed as our city liaison.
 - d. Terry will be responding to the RFP and is asking any board members interested to help participate in the writing of the application.
 - e. Ms. Hill suggests we make the argument to the city that we should be involved in the decision making of these properties. We also need to advocate for getting rid of the garbage places.
3. Moody Nolan Visit, Community Liaison, etc. took the team around the city and to the ESD office. ESD has already talked to the city to talk about money for streetscape design money once the Strategic Plan is complete. They have set money aside for this.
 - a. Community Engagement person is Sandy White.
4. Black History Month Metrics Report

Motion to adjourn meeting by Sharon Holley, seconded by GEorge A. All approved.