

## Board Meeting Minutes

Tuesday, April 21, 2015  
University of Maryland Biopark  
801 West Baltimore Street, Baltimore, MD 21223  
7pm to 9pm

### IN ATTENDANCE\*

#### Board of Directors

Matthew Achhammer (Hollins Roundhouse Association Rep)  
Joshua Harris (Preservation and Promotion Committee Chair)  
Beverly Jacobs (Franklin Square Rep)  
George Kleb (Bon Secours Baltimore Health System Rep; Board Treasurer)  
William "Bill" Marker (Barre Circle Rep)  
Nancy McCormick (Mount Clare Community Council Rep)  
Dorothy "Dotie" Page (Poppleton Rep)  
Richard Parker (Pigtown/Washington Village Rep; Board Chair)  
James "Jamie" Pitts (Housing Committee Chair)  
Lisa Rawlings (Education and Workforce Development Committee Chair)  
Christopher Redwood (Safe, Vibrant, and Walkable Streets Committee Chair; Board Secretary)  
Khandra Sears (Union Square Rep; Board Vice-President)  
Jane Shabb (UMB BioPark)  
David Shackelford (B&O Railroad Museum)  
Leonard Taylor (University of Maryland Medical Center)  
Ashley Valis (University of Maryland at Baltimore)  
Jane Buccheri (Advisory Board Member)  
Sherry Scible (Advisory Board Member)  
Scott Kashnow (Advisory Board Member)  
Stacy Smith (Commercial Development Committee Chair)

#### General Audience

Aaron Mirezni	Dominic McAlily
Brent Flickinger	Darren Wright
Roshelle Kades	Bifford "Bif" Browning
William "Bill" Joyner	Michael Seipp
Linda Loubert	Reni Lawal
Catherine Neely	John Bullock
Gary Pearson	Eugene Balbierz
Daniel Rodenburg	Chaquetta Wallace
Zarva Taru	Paul Brophy
Lisa Vander	Ivan Leshinsky
Elizabeth Weber	Michael Mellett
Councilman William "Pete" Welch	Kathy Kelly
Delegate Antonio Hayes	

\*Board member Steven Hanssen (Wexford) was absent from this meeting.

Note: No one attended the meeting via conference call.

Meeting was called to order at 7:07pm by Chairman Richard Parker.

Introductions were made by those in attendance.

## **March Minutes** (Richard Parker)

Chair motioned for the minutes from the March board meeting to be approved. Seconded by Jane Shabb.

Discussion: Bill Marker mentioned that the comment on page 9 with his name next to it is not his comment. Bill Joyner clarified that he was the person who owned that comment. Minutes will be updated to attribute Bill Joyner to aforementioned comment.

Comments made about the level of detail captured in the minutes. Chair suggested leaving it up to the Secretary to how much to capture. Secretary mentioned that a hybrid of what was scribed in these minutes will be the goal without turning the minutes into a transcript.

James Pitts suggested that members should indicate when their comments should be captured.

Minutes are approved by voice majority.

## **President's Announcements** (Richard Parker)

Meeting Protocols introduced.

Office of the attorney general offered an opinion on wiretapping, oral and electronic communications.

Must have consent of all parties first. Open meetings act was brought up. This meeting is not subject to the open meetings act. We will be open to all meetings.

Issues discussed in closed session will be discussed tonight to be open and fair to the public and are declared non-binding.

Ashley Valis: Is this meeting procedure a guide? Yes per chair to keep the board meetings on track.

Announcements: Elizabeth Weber is now an official employee of the partnership. Michael Seipp is introduced as the executive director of the Southwest Partnership.

Committee Chair Meetings: Looking at having regular committee chair meetings on a monthly basis to reduce redundancy across committees and give chairpersons a chance to work together and to promote efficiency.

Committee Mission Statements: Need to standardize each committee in how it's run. Standardize format for each committee so that there is some consistency.

## **Executive Directors Report** (Michael Seipp)

Michael Seipp extended thanks to the board for allowing him to serve the SWP as the executive director. Spoke to experience in the communities under the SWP focus area.

Thinks the SWP vision plan is incredible and exciting. It's the foundation for what can be accomplished over the next couple of years. It can make the communities more vibrant. Suggested this is going to be a journey. This is Michael's fourth start-up organization as head. This journey will be filled with bumps because it's a learning process. The amount of openness and dialogue that exists now across the organization is exciting, which was a key factor in his days of working in Baltimore City as the days of industrialization died and Baltimore had to move into a new phase in order to survive.

Hopes to build trust. Will put recommendations on the table that come from the heart/from experience. Even if we disagree, it's all done so that the community can be better in the long-run. There will be internal and external bumps. But if we can graciously accept that sometimes our position will sometimes be the minority position, and

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that compromise is what will get us to move forward in terms of progress. Should we disagree and majority wins, we understand that our brothers and sisters took the position that they did on the minority perspective. Hopefully out focus will be on getting the power brokers on making the SWP area the best it can be.

Has had a couple of conversations with Richard and Elizabeth today. He looked at the bylaws. And has a few things that he felt were missing in the bylaws. As the organization moves from a planning to an implementation stage, everyone is building an organization that is helping to manage the expectations. Need to protect this organization.

Three additions for the bylaws workgroup:

- 1) Standing Committee: Need to raise and account for money, so there should be formation of a Standing committee that is usually chaired by the Treasurer so that the organization is ready for an audit. This should be a bylaw change;
- 2) Fund development committee: Focuses on the budget and where financial resources are coming in and out of the organization; and
- 3) Governance Committee: is the board doing a self-evaluation of itself? Is the board looking at their organizational docs twice a year for example? Small group should form to make sure that the organization is doing what it is intended for, are all board members doing what they should, is the partnership sticking to mission? ,etc etc.

Other recommendation: Relates to the issue committees (aka, focus committees) and how to standardize the agendas of each committee so that we are moving forward and communicating to the outside world. What's the goal for 2015 in each committee, what progress are we making, what changes are we making in the plan to achieve that goal, and what will we report to the community? What are the new ideas that are out there that we can develop so that we are prepared for next-year goals? All of this allows measurement of the organization and the progress it is making.

Brent Flickinger: Logistics, office, phone? Will that be forthcoming? Not yet per ED.

Michael Seipp mentioned that there are three items that need to be completed with my current job and one personal matter that will take me out of commission for 10 days but will be up and running by June 8th.

Richard Parker mentioned that the decision for office space etc., will be left to Michael.

Question: Would governance include bylaws matters and other matters? Yes, per executive director.

## COMMITTEE REPORTS

### **Commercial Committee** (Stacy Smith)

317 people came to Commercial committee where Stacy Smith was elected to the committee as chairperson.

28 March is next meeting where different developers are coming out to talk about what they are sharing with us of their plans for the communities. 7pm Urban Business Center. 1200 West Baltimore Street.

### **Workforce and Education Committee** (Lisa Rawlings)

At last two meetings, we went over what we accomplished in the vision plan. So we decided as a group how to implement the following three focus areas:

- 1) Organizing around the quality of public schools in the focus areas. For consistency, we looked at the 5th grade classes and we didn't see one single school that showed more than 50% proficiency in all three tested areas: math, reading, and science. In struggling schools, student performance is worse.

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2) Workforce needs assessment. Partnering up with commercial development committee to look at employers to see what is needed. Then work with workforce program developers to ensure those needs can be met by training people in our community.

3) It was discovered about our communities that we have a number of workforce programs that are accessible from areas in this community. There are a lot of good programs. But discovered that people in the community don't know about these programs. Will work with people who need jobs and do outreach ...especially to parents and students in K-12 schools to connect them with jobs and training.

A comment was made that employers in Carroll Camden outsourced their recruitment because they couldn't find sources to find employees. Bill Marker offered to set up a meeting with Luke Levinger from the 46th district.

Zarva Taru: How far does boundary of the casino run in the SWP focus area? Only in Pigtown and Barre Circle as commented by Bill Marker.

**Housing Committee** (James Pitts)  
Last meeting held April 9th.

17 people were present. Concern that we haven't been able to sustain connections with anchor institutions. Looking to strengthen those connections (i.e., speakers, programs that are going on).

Discussed two separate events: 9 May Live Baltimore event. A bus will tour SWP area. Three different open houses and Mount Clare Museum to be used as community center. Commitments from three of the seven neighborhoods. Pigtown, US, HM.

Realtor Happy Hour: April 23rd. at Mi Ranchito. Coordinated with Preservation and Promotions committee to showcase some of things that are happening in the neighborhood and introduce them to personalities in the neighborhoods. 4-6 pm.

Asked committee members collected and then shared to their communities. Stressed that voices should not be taken away from the communities.

14 May is next meeting at NDC. 7pm.

Jane Shabb suggested a walking neighborhood tour for the university partners. Jane would like to work with the committee on that.

Question from Workforce and Education Committee member: Does the housing committee represent the community committee? Jamie: Neighborhood boards reps would be the people to come to the meeting to take info up to the committees and take it back to the neighborhoods.

**Promotions and Preservation Committee** (Joshua Harris)  
Strategic marketing plan discussed in committee to have a consistent brand for the partnership.

Community outreach plan is in motion for SWP. Will reach out to organizations that have not been included.

Requested RFPs for neighborhood marketing.

Working with Michael at Irish Railroad Museum to identify historic markers in the seven communities.

Developing marketing materials for SWP that show highlights of each committees?

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Working on a communications plan for Southwest Partnership.

Next Meeting: May 7th.

Leonard Taylor: Kennedy Smith did a good assessment of the businesses in the SWP plan.

Jane Buccheri: Regarding the process of requesting RFPs as mentioned by Josh, who is responsible? It's a board responsibility per Richard Parker.

Brent Flickinger: Eric Holcomb is a great historian and can help a lot if info where markers are in the communities.

A comment was made that it would also be good to have employee tours, but also good to market to the students to show what housing stock is available in the communities.

Christopher Redwood: Is this communications plan one for the Preservation and Promotions Committee or one for the entire partnership? Yes, for the entire partnership per Joshua Harris.

A comment was made that a communications plan for the Southwest Partnership is not something that the Preservation and Promotions committee should be working on.

## **Safe, Vibrant, and Walkable Streets Committee** (Christopher Redwood)

Meetings held every 4th Thursday at 7pm at NDC.

The trash pick-up project is dead for now. Lead person dropped out of organizing it. Next steps are to be determined. Elizabeth and I are working on this.

Brandi Welsh, community liaison from Department of Public Works, visited the committee to discuss how DPW can help the partnership with clean-ups and DPW related issues to help support the action items in the plan. DPW is willing to dedicate roll-off trucks to community clean-up efforts in SWP neighborhoods provided there are coordinated with the division ahead of time.

Union Square and Franklin Square are in favor of reopening the comfort stations in their respective parks. Union Square is open to having the support of the committee in this regard.

Bike Boulevard and "Bikability" are part of the Vision Plan and the city bike planner confirmed during her visit to the committee that Carey Street is slated to be resurfaced in preparation for a bike path/boulevard. Hollins Street, which runs through Union Square and Hollins Roundhouse, is also slated to become "bikeable".

Committee agreed that it would be a good idea to write a letter of support to assist Docs in the Park (Doctors in the Park providing health related services to the community) with pressuring the city to continue plans to build a rec center and pool in Carroll Park.

Christopher Redwood motioned to support Docs in the Park in their push to have the city continue to build a rec center and pool in Carroll Park. Seconded by Josh Harris.

Discussion: Friends of Carroll Park and Citizens of Pigtown are on board with having a rec center and pool in Carroll Park.

Ashley asked if we were putting more resources where we don't need to be?

Amendment proposed to the motion by Joshua Harris to have the neighborhoods surrounding the park (Pigtown, Morrell Park, Mount Clare) write a letter of support first instead of the Partnership. Amendment was not accepted by the originator of the motion.

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Someone raised a point that Morrell Park is not in the SWP focus area.

Bif raised a point that Carroll Park is our regional park and not a park that is owned by just one neighborhood such as the parks are in Union Square and Franklin Square.

## Vote

12 for: Lisa Rawlings; Stacy Smith; Jane Shabb; Matthew Achhammer; David Schackelford; Christopher Redwood; Khandra Sears; Beverly Jacobs; James Pitts; Leonard Taylor; Bill Marker; Nancy McCormick.  
4 against: Richard Parker; Ashley Valis; George Kleb; Joshua Harris.

Leonard Taylor requested that this discussion go on to the next agenda for discussion on process on how to vote on something, procedural steps, etc.

## **Treasurer's report** (George Kleb)

No written report this month. Relatively little activity in the last month but that will change now that we have staff. Now that Mike is on-board, draft budget will be developed to present to the board at the next meeting.

## **Guest Speakers**

There were no guest speakers present.

## **OLD BUSINESS**

### **Bylaws Committee**

Bylaws committee should be a workgroup and not a committee. The motion to establish a Bylaws committee is non-binding as declared by the chair at the beginning of the meeting.

Maybe the governance committee should be established and take that over in the future. There is a need to establish a bylaws workgroup. Bill Marker suggested by chair to head this, and he accepted given he is an attorney. Chair suggested this group start off as a small workgroup. Group consists of:

Bill Marker (appointed workgroup chair by Richard Parker), Matthew Achhammer, Joshua Harris, Roshelle Kades, and Jane Buccheri.

### **Rollout Event**

Celebrate completion of the plan: Saturday, June 13. Potentially starts at 3:30pm.

Music, food vendors, activities for kids, etc. Networking among community organizations. Brief celebration of the vision plan, info about the SWP and the introduction of the executive director.

Brent Flickinger: Will come back to the board in May with comments from the city.

### **Proposed Association Representative Form**

Representative form proposed and submitted by Joshua Harris at the March board meeting discussed.

Bylaw added. No members of the boards or members of the SWP. Would protect the individual organizations from their voice being taken from them by the SWP.

Leonard Taylor: feels this form undermines the purpose of what the Partnership is formed for. What is the motivation behind this?

Joshua Harris: this is strictly designed to protect what people do not want in their neighborhoods.

Stacy Smith: this document doesn't seem to have any binding power to the partnership. This isn't a contract.

Lisa Rawlings: Suggests it can be a bylaws amendment rather than a form.

Joshua Harris motioned for the Southwest Partnership to adopt the representative form. Motion was not seconded. Motion died. Board chair declared motion died.

## **Advisory Board Members**

This is one of the items voted on during the closed session meeting but was declared non-binding by the chair.

Christopher Redwood motioned for Jane Buccheri, Scott Kashnow, and Sherry Scible to be installed onto the board of the Southwest Partnership as advisory board members because they were the founders of the organization as shown on the articles of incorporation from September 2014.

Matthew Achhammer asked for clarity on what advisory board members roles are.

Richard Parker read the bylaw clause for advisory board members to the audience.

Roshelle Kades asked what the difference was between an advisory board member and a member of the public.

Bif Browning: Advisory board members were discussed during the steering committee, and there should not be a large amount of advisory board members. It should be reserved for those people who can offer specific guidance to the partnership. Because they were the original officers that formed this, they have history and can offer guidance.

## Vote

15 for: Dotie Page; Lisa Rawlings; Stacy Smith; Ashley Valis; Matthew Achhammer; Jane Shabb; David Shackelford; Khandra Sears; Beverly Jacobs; Leonard Taylor; George Kleb; Bill Marker; Nancy McCormick; Richard Parker; Christopher Redwood

Zero against

Two absentions: Joshua Harris and James Pitts

Motion carries. Jane Buccheri, Scott Kashnow, and Sherry Scible are now advisory board members of the Southwest Partnership.

Motion: Josh Harris motioned to invite Chris Taylor and Cecil Clarke as advisory board members. James Pitts seconds.

Bill Marker: wants to separate the motion into two because of what he has heard. Not comfortable with it. Matthew Achhammer agreed with Bill that it should be separated. No separation of the motion occurred.

## Vote

7 For: George Kleb; James Pitts; Leonard Taylor; Joshua Harris; Matthew Achhammer; Beverly Jacobs; Khandra Sears

9 Against: Dotie Page; Lisa Rawlings; Ashley Valis; Jane Shabb; David Shackelford; Bill Marker; Nancy McCormick; Richard Parker; Christopher Redwood

One absention: Stacy Smith

Motion fails.

## **Paul Brophy/Amy Bonitz Compensation**

Paul Brophy: Invoices submitted to Fusion. \$26,000 for Paul Brophy, and \$10,000 for Amy Bonitz. Both were consultants to SWP steering committee.

Justification for invoices: Consultants helped raise the money from Goldseker Foundation, worked with the anchor institutions. Helped to knit the story of the community with the institutions. Worked to get the other consultants involved (Gensler, etc). Scope of work defined, then helped get the vision plan to come together. Tried to attract people to the neighborhood such as developers and the city.

Christopher Redwood motioned for the Southwest Partnership to pay \$26,000 to Paul Brophy and \$10,000 to Amy Bonitz. Seconded by Jane Shabb.

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Discussion: George mentioned that we are obligated to this already. Also, Paul left out mention of his work on the bylaws and executive director job description.

Jane Buccheri asked Paul Brophy if it was still on the table to pay consultants in parts.

Paul Brophy said no.

Jane Shabb chimed-in that both consultants did put in overtime.

Stacy asked if there was proper documentation. George confirmed that they submitted invoices.

Scott Kashnow thanked both consultants for their work. Cautioned that we should be careful to have the funds to pay for this.

James Pitts asked what the executive director's compensation package looks like.

## Vote

17 For: Dotie Page; Lisa Rawlings; Stacy Smith; Jane Shabb; Matthew Achhammer; Ashley Valis; David Shackelford; Joshua Harris; Beverly Jacobs; Khandra Sears; James Pitts; Leonard Taylor; George Kleb; Bill Marker; Richard Parker; Nancy McCormick; Christopher Redwood

Zero (0) opposed

Zero (0) absentions

## **New Business**

The floor was opened up for any new business to be discussed.

Joshua Harris: Project A-Game basketball event August 21st at James McHenry Elementary.

Someone mentioned Bloom the Boulevard event in Pigtown, May 2, 2015, 9am to 1pm.

Bill Joyner: Selling Food to Universities and Hospitals Workshop, May 1st 8:30am am to 8pm first floor conference room at the University of Maryland, Biopark.

Lisa Rawlings raised the issue of the taped meeting without consent that occurred at the March board meeting. She said that we should be able to trust each other. We went into closed session and when that meeting was over, one person said that this is what was said by presenting an audio recording to the board. We each have a fiduciary responsibility to the partnership.

Richard Parker pointed out that if there are steps taken to address this, then should be taken up with the bylaws workgroup.

Stacy Smith thanked the partnership for the UBC Health Fair. 75 people were reached. Goal was 100. Turned away 17 people. Another festival coming up in August: the Ruth Kirk Festival in Franklin Square. Stacy asked that it be considered that monies leftover from our Health Fair be given to them.

Dominick McAily (Legislative Director for Delegate Antonio Hayes) apologized that Delegate Hayes could not stay for the end of the meeting. Left a letter from the delegate's office for the partnership attendees.

Matthew Achhammer: What is the process for putting things on the agenda from board members.

Richard Parker: Submit items ideally 1 week before the meeting. E-mail to the President and or the Secretary.

Scott Kashnow: We should change the name of the roll-out to a celebration.

## **Meeting Adjourned**

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