



BOARD OF DIRECTORS
Meeting Minutes
Via Zoom and at Foundry 66
July 22, 2021

MINUTES

1. **Call to Order:** Chairman Robert Buckley called the meeting to order at 8:03 am. A quorum could not be established so Mark Bettencourt offered abstain from voting in order to establish a quorum.

Present: Robert Buckley, Chris Jewell, Frank Manfredi, Robert Staley, John Salomone, Kathy LaCombe, Rebecca Alberts, Swarnjit Singh, Chris LaRose, Stacy Gould, Mayor Peter Nystrom, Michael Rauh and Mark Bettencourt. **Absent:** Jason Jones. **Other Attendees:** Kevin Brown, Mark Block, Fawn Walker, Devin Schledit, Mary Riley, Suki Lagrito and Lee Ann D'Ambrosio. **Guests:** JP Mereen.

MOTION #1: Chris Jewell made a motion to go into Executive Session. Frank Manfredi seconded the motion and the motion carried with Mark Bettencourt abstaining at 8:05 am.

MOTION #2: Mayor Peter Nystrom made a motion to exit Executive Session. Frank Manfredi seconded the motion and the motion carried with Mark Bettencourt abstaining at 8:24 am. No votes were taken.

2. Mr. Buckley asked for a motion to approve the minutes from the June 24, 2021 Board meeting.

MOTION #3: Mayor Peter Nystrom made a motion to accept the minutes of the June 24, 2021 Board meeting as presented. Frank Manfredi seconded the motion and the motion carried with Mark Bettencourt abstaining.

3. **Chairman's Report:** Mr. Buckley reported that the Board still needs someone to replace Robert Staley as treasurer. He asked the members of the Board to please consider taking the on the role of Board Treasurer. He also reminded the Board that several members' terms were expiring at the end of the year and that he would like suggestions for potential new members. Mr. Buckley thanked Fawn Walker for her help during the transition the past 6 months following the death of Jason Vincent. Her last day at NCDC will be August 6th.

4. **President's Report:** Mr. Brown thanked the staff and Board for their help and time getting him transitioned into his new role as President of NCDC. He discussed the most important priorities facing NCDC including Ponemah South, a strategic plan, grant funding opportunities, CAM and increasing membership at Foundry 66.

5. **Foundry 66 Update:** Mary Riley gave the Foundry 66 report. She reported that there has been an increase in demand for private offices. The Concept Design Group located in the Sunlight Building has recently rebranded as T-Shirt World.

6. **Global City Norwich Update:** Suki Lagrito reported on the upcoming Bank Street Blues Concert scheduled for Saturday, July 24 at Castle Church. The concert was made possible by a grant from the CT Humanities. There will be a Peruvian Flag Raising on July 27 in front of City Hall. Suki also gave an update on Phase 2 of the Downtown Street Lighting Project.

7. **Treasurer's Report:** Mr. Robert Staley reported on the end of the recent fiscal year ending June 30, 2021. He briefly discussed the current fiscal year and the ongoing issue of the CAM charges.

MOTION #4: Mayor Peter Nystrom made a motion to accept the Treasurer's Report. Frank Manfredi seconded the motion and the motion carried with Mark Bettencourt abstaining.

8. Mr. Buckley discussed reviewed of the Bylaws and making changes to quorum requirements. He said that Mark Block and Mike Driscoll will review the bylaws.

9. **New Business:** Mr. Buckley announced that JP Mereen has agreed to become a member of the NCDC Board of Directors. He will fill the vacancy left by the departure of Stephanie Fielding. Mr. Mereen can serve a maximum of three consecutive 2-year terms. Mr. Buckley asked for a motion to approve JP Mereen as a member of the NCDC Board of Directors.

MOTION #5: Stacy Gould made a motion to approve JP Mereen as a member of the NCDC Board of Directors. Rebecca Alberts seconded the motion and the motion carried with Mark Bettencourt abstaining.

Kevin Brown asked the Board for approval to become the designated officer of the NCDC corporate credit card. This is required by the credit card company.

MOTION #6: Chris Jewell made a motion to approve Kevin Brown as the designated officer for the NCDC credit card account. Frank Manfredi seconded the motion and the motion carried with Mark Bettencourt abstaining.

10. Robert Buckley asked for a motion to adjourn the meeting.

MOTION #7: Chris Jewell made a motion to adjourn the meeting. Frank Manfredi seconded the motion and the motion carried with Mark Bettencourt abstaining at 9:07 am.

Respectfully submitted:

Lee Ann D'Ambrosio
Executive Assistant