

Minutes June 15, 2021		Date: June 15, 2021
		Location: Zoom
Start Time: 6:31 p.m.		
End Time: 7:42 p.m.		
The Newark Partnership Board of Directors Meeting		
<i>Attending: Bob McBride, Dan Rich, Jamie Zingaro, Paul Keeley, Kathleen Matt, Tom Coleman, Max Walton, Caitlin Olsen, Olivia Brinton, Chris Locke</i>		
<i>Presiding Officer: Polly Sierer Staff: Leann Moore</i>		
<i>Excused: Freeman Williams, Jerry Clifton</i>		
Item Topic	Summary of Discussion	Outcome/Action
Approval of Minutes	Motion: Roy Lopata Unanimous approval Second Dan Rich	Minutes Approved without changes
Approval of Treasurer’s Report	Motion: Bob McBride Second: Olivia Brinton Vote: Unanimous NOTE: Revenue from Chemours sponsorship is booked in this report this puts us in the black for the first time	Report approved
Executive	Strategic planning process is underway by the Executive Director and Executive Committee of the Board.	

Committee	There will be a Board meeting specifically for creating the TNP Strategic plan in person (with possibility for hybrid virtual connection) in early September 2021. Newark Council Chambers can now accommodate the blended meetings format and catered meals so it may be held there. This will be an open meeting and will probably be held on a Saturday. Budget Planning for FY 2022 Draft Budget was circulated before this meeting Comparisons were made between 2020-21 FY Budget Actual expenses and the proposed budget for FY 2021-2022 in the presentation. Some expense items are shared by all committees such as marketing, operating expenses. Some are specific to administration costs. Carryover surplus will be included in the budget planning; this will be about \$186,822 and was not included in the original budget figures circulated. Some discrepancy in May expenses and budget planning carryover might be the result of large contribution(s) and matching funding. Income Revenues Notes Grants we should be working toward additional income from other sources. Corporate funding will be through UD Units, Corporations, and City of Newark Council grants. We are hoping for 2 additional corporate sponsors (or more) income for the next year but have no specifics to report at this time. Existing corporate income is not firmly promised from Bloom or Gore but is expected to continue in some amount next fiscal year. Corporate income as expected is not restricted to specific programs- funds can be used for TNP operations or programs or both. Budget request to the City of Newark is being prepared for annual submission based on regular TNP activities. Additional (consulting) work for the City will be paid on an agreed upon basis as it is contracted. UD may be asked for support as Central Administration and as operating units such as Colleges or Institutes. Budget Expenses Notes Committees discussed the numbers proposed. Increasing Civic Engagement to allow more flexibility in programming.
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The Economic Enhancement Committee will sponsor meetings and programs for members which enhance skills, network together with other organizations and provide value for members.

In 2021 expenses many of the marketing and website costs were assigned to this committee which explains the past spending. These are moved to a general category of marketing in FY 2022.

NonProfit Enhancement Committee will continue to develop Community resources and develop material assistance programs, mentorship programs

Programming and Events costs are for shared programs and programs planned as part of the Sustainability Project.

Operating Expenses

Executive Director salary and benefit costs are calculated on existing contracts.

Board should review retirement planning costs at some future time

Bookkeeper Hours are projected at maximum hours (which she did not reach this fiscal year.)

P/T Program Assistance Costs

This expense would be for paying Interns and for occasional paid help on projects or consulting fees.

Miss Social Mogul contract

Miss Social Mogul contract is for developing events and website/newsletter/website maintenance.

It was understood that the TNP Board should review and approve: Retirement plans, Miss Social Mogul Contract, and any part time hiring before approving any new contracts/expenses.

Budget Questions:

Are the expected expenses authorized by the Board as is or are they under the authority of the ExDirector? We are exploring what limits might be appropriate given a nonprofit organization of the size of TNP. This will be brought to the Board for approval at a future meeting.

Expected events might include community meetings (dialog sessions) and work in the community that comes about as a result of TNP

Approval of Draft Budget

It was moved- by Dan Rich and Seconded by Tom Coleman to approve the presented draft budget with the discussed changes.

Roll Call Vote of attending members was unanimous to approve.

Freeman Williams also approved the budget although he could not attend.

Executive Director Update

Community Related Projects Grant Funding

Leann has applications being readied for some local projects that might need additional support, or which have been sitting unworked on for a while. An example the Newark Sculpture Garden and some other projects which she had researched.

Newark City Council

Leann will be presenting in person to Council on 3rd week of the month (June) on TNP activities as well as submitting the FY 2022 budget soon.

Loop Link Consultation for zip 19711 is going live soon -probably next week. There will be a link to to Economic Enhancement Comm landing page

Al Fresco dining advertisements on the radio might be curtailed in favor of more advertisement on social media since the radio market is drying up.

Events update from Committees will mention planned events.

Membership Update

Leann would like to stop the 6month free membership and go to renewal (paid) of the existing individuals, nonprofits, and businesses.

It was moved by Roy LoPata and seconded by Chris Locke that the we suspend the 6 month free membership effective immediately. Motion was adopted unanimously.

Future Board Meetings

Future Board Meetings should return to in-person in September with an option for hybrid meetings for a few months. We will forgo formal Board meeting in September due to the extra time needed to work on the strategic plan.

We need to have meetings at different venues perhaps coordinated with membership drives involving the organization. Please email Leann with ideas of where to meet during this year. New conference room in the Newark Parking Office in the Galleria

	might be a good choice. NonProfit Enhancement Committee Not meeting this summer. Repeating last year's successful July-August School Supply Drive on Roonga. This year will be expanding to several schools with supplies program and including teacher level supplies for new teachers. We have expanded support with grants from Fusion Foundation and Newark Area Welfare Committee. Also the Committee is helping plan virtual volunteer event with City of Newark and Newark Sr Center on 20th Anniversary of Sept 11. Civic Engagement Committee 2 new excited volunteer members joined this month. The Main Goal for the new year is committee diversity and Olivia is incentivizing new members to enhance diversity with coffee coupons! Knowing Newark virtual Tour of UD Creamery is happening this month. July meeting is for the UD Botanic Gardens Socially-Distanced in person tour. Will be helping with Health Fair as planned by NonProfit Comm in August. Knowing Newark future event about Pets in Newark. Tom Coleman suggested tours of Newark's drinking water systems might be a future program.
Committee Updates	Economic Enhancement Some merchants have reached out to this Committee for tech assistance in local business matters. The Committee hopes to plan a new in-person social activity in September. New Main Street development is coming-leases are being snapped up and restaurants are coming back. There is some room for diversity in the remaining available retail space. We have much hope for the Local Loop Real Estate website rollout as mentioned in the Executive Director report Parks on Draft Programming Many new participants in the programming such as Skateboarding, National 5&10 and Yoga classes so it is not only for serving drinks. Tom Coleman did learn that the sponsoring nonprofit is not liable for any problems with alcohol service by a participating vendor..TNP may be able to co-sponsor future programs as the nonprofit. DE beverage Commissioner noted that many Volunteer Fire Companies sponsor these events with local organizations. Future programs might be set at the old Burger King.
The next meeting will be: July 20, 2021, 6:30pm via Zoom	

Minutes by Robert McBride