Millvale Community Development Corporation

Active. Sustainable. Growth.
JANUARY Meeting Minutes
Thursday, January 16, 2025
6:00pm The Maple Leaf 115 Sedgwick Street

1. **Call to Order**
2. **Roll Call (Highlighted not in attendance)**
    a. **Board of Directors:** President - Brian Wolovich, Vice President - Abbey Nilson, Treasurer - Sam McCoy Smith, Secretary - Dee Schlotter, Paul Bossung, Anna Doering, Georgia English, Athena Flint, Tina Galioto, Jaime Hahn, Jessica Landolina, Melissa Mason, Jackie Michalik, Emily Potoczny, Perry Rees, Danielle Spinola, Lucais Wallace and Janet Zipf;

    b. **Millvale Borough Delegate**: Mayor Brian Spoales

    c. Speakers/Guests: Election Officer, Trevor Southworth
        i.

3. **Meeting Minutes**
    a. No minutes to approve from December. Holiday celebration with Vanka Murals was a small and wonderful event. Thank you to all who attended and contributed to a fun event!

4. **At this time, Election Officer, will take over the 2025 Election process**

    a. Term Ended 12/31/2024; this election is for two years ending on 12/31/2026
        i. Paul Bossung
        ii. Anna Doering
        iii. Melissa Mason
        iv. Abbey Nilson
        v. Emily Potoczny
        vi. Perry Rees
        vii. Dee Schlotter
        viii. Lucais Wallace

    b. Two-Year Term Ending: 12/31/2025: Does anyone on the list below wish to step back from their seat prior to their term ending at the end of this year?
        i. Georgia English
        ii. Athena Flint
        iii. Tina Galioto
        iv. Jaime Hahn
        v. Jessica Landolina
        vi. Jackie Michalik
        vii. Sam McCoy Smith
        viii. Danielle Spinola
        ix. Brian Wolovich

x. Janet Zipf

c. Members used the ballot to vote for directors to fill the seats of the term that has just ended in Section a. If any Directors are resigning from Section B, we will vote for those additional seats on the ballot as well. Once completed, the Election Officer collected and tallied the votes.

d. 2025 Officers Election

i. All 2025 Directors were nominated and votes were counted. Below are the are the Officer roles results:

1. President
    i.
2. Vice President
    i.
3. Secretary
    i.
4. Treasurer

e. **2025 Board Membership Agreement form**

i. Digital version: https://forms.gle/88d5ZXqrbBTKarbB8

ii. Physical version: 2025 MCDC Board Membership Agreement.pdf

f. Conflict of Interest Policy (Article XV in bylaws)

5. **Millvale Borough Update - Brian Spoales, Borough Delegate**
    a. Borough Council meetings are open to the public at the Borough Building (first (workshop) and second (voting) Tuesday of the month)

6. **Open Forum**
    a. MCDC Video - meet Garrick!
    b. Small Business - 2 More Events: Earth Day Market and Summer Market in July
    c. Reporting Requirement for non-profit organization - filed yearly - we will look into this. Maybe Title XV? Melissa will share the literature for this.
    d. ONLY 2 MORE WEEKS for the Bus Line Redesign Input! Please comment and share with friends, family, everyone!

7. **Opportunities to get involved**
    a. Volunteer - All Committees and Councils are seeking volunteers!
        i. Landscaping Crew needed for mowing, weedwhacking, and weeding for spring/summer/fall at Rainbow Raccoon Park, Gardens, and MCDC tree pits
        ii. Bike Rally - June 7th! Any bikes to donate; volunteers to fix the bikes and volunteers the day of!

iii. Music Fest - volunteers needed - May 16-17 - it's always nice to have people who know Millvale but will take anyone that can help that weekend!

b. Millvale Music Fest

i. Accepting submissions for visual artists, comedians, volunteers, staff. spread the word

c. **Last Call for Board/Staff to join the Millvale Sustainability At Home 2025 Program - due by January 31, 2025 - Survey**

d. Committee Contacts/Meetings

i. Be Our Neighbor: Jess, Georgia and Nora: beourneighbormillvale@gmail.com
ii. Bike and Pedestrian: Emily at millvalebikeped@gmail.com
iii. Business Association of Millvale: Dee at millvalecdc@gmail.com
iv. Gardens of Millvale: Trevor at trevor@millvalecdc.org
v. Millvale Music Fest: Paul at pbossung@gmail.com or info@millvalemusic.org
vi. Pride Millvale: **pridemillvale@gmail.com**
vii. Property Development: Brian at millvalecdc@gmail.com
viii. Triboro Ecodistrict: Brian at brian@triboroecodistrict.org

8. Staff Report

a. Additional hires in the new year - VISTA, Food Justice Coordinator, Browne Fellows
b. Bylaw Review
   i. Available for review: MCDC Bylaws - 2025 Review
   ii. Schedule workshop sessions in March
c. Budgeting goals for 2025
   i. Annual MCDC Budget schedule
   ii. Council budgeting
      1. If provided monthly: *what do you need*?
      2. 2024 council deposit fees
      3. Council deposit fee process moving forward

9. Needs

a. Finance

i. Grants (any specific grants you are seeking approval for?)
ii. Loans (any specific loans you are seeking approval for?)

b. **Millvale Music Fest**

i. Working on sponsorships now with a goal of increasing sponsorships by $35,000; Seeking help with sponsorship recruitment, changing the structure;

10. Financial Updates

a. Organizational Finances

i. Gardens of Millvale Balance: $ 4,970.15

ii. General Account Balance: $ 12,463.44609

1. Fremont St Loan Balance: $ 89,045.33

iii. Be Our Neighbor Account Balance: $ 12,463.44

iv. Music Fest Account Balance: $ 16,431.64

1. Music Fest FNB Loan Balance: $ 5,617.61

v. Property Development Account Balance: $ 17,590.92

1. Borough Loan Balance: $ 32,316.50
2. Dollar Bank Loan Balance (524 Grant): $ 206,829.05

vi. Triboro Ecodistrict Balance: $ 858,339.03

11. **Upcoming Events**

a. Millvale Market - January 25, 10:00-5:00PM, Celebrating two years in business

b. MCL + GOM Seed Swap: March 1

c. Earth Day: Saturday, April 26

d. Millvale Music Festival: Friday and Saturday, May 16 + 17

e. Bike Rally: June 7

f. PRIDE Millvale: Saturday, June 22

g. Small Business Saturday: Saturday, November 29, 2025

12. Motions

a. Motion to approve

Motion: Lucais Second: Paul Vote: Aye

b. Motion to approve

Motion: Second: Vote:

13. Next Board Workshop - Thursday, February 6 at 4:00pm at the Maple Leaf
Next Board meeting - Thursday, February 20 at 6:00 PM at the Maple Leaf

Future Agenda Items: Please email millvalecdc@gmail.com to add items to February's Agenda.

14. Motion to Adjourn

Motion: Second: Vote:

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15. **Committee and Council Updates and Reports (Please review and read prior to meeting).**
    a. **Be Our Neighbor**
    b. **Bike and Pedestrian**
        i. Two weeks remaining to leave comments on PRTs Bus Line Redesign! Please share with your neighbors and online. This is a fantastic opportunity to increase transit options to and from Millvale.
        ii. Bike Rally date is June 7th, in collaboration with MCL and Rep Powell's office
        iii. We have revived the Boro Bike Ped Committee with Emily, Mike, Josh and Arianna as members with goal of helping boro to create an Active Transportation Plan.
        iv. We have a new social media account! @millvalebikeped
        v. Josh has worked with his students at Chatham to create an Active Transportation Plan survey that will be available to the public - reviewing at 1.17 meeting to share a bit later!
        vi. Next meeting 1.17.25 at 6:30pm at the Food and Energy Hub.
    c. **Business Association of Millvale**
    d. **Gardens of Millvale**
        i. Fill out our 2025 Engagement Form!
        ii. Seed Swap/Maple Fest coming up March 1
    e. **Pride Millvale**
    f. **Property Development**
        i. **609 Fremont Street House Strategy -** Rent to Own for Lumona Family
    g. **Rivertown Kidz**
    h. **Triboro Ecodistrict:**
    i. **Rainbow Raccoon Park - There will be exciting news to share at our February meeting about the Raccoon Centerpiece!**
    Please continue to collect and bring Abbey bottle caps and lids. You can also bring them to the Lemon Tree! (Thank you, Sam!) These are being recycled into rainbow benches for Rainbow Raccoon Park!

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