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| Minutes                                                                                                                                                                     |  | Date: July 16, 2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                             |                                                                                    | Location:<br>Newark Senior Center Oa<br>Room                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Start Time:<br>6:30 p.m.                                                                                                                                                    |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| End Time:<br>8:00 p.m.                                                                                                                                                      |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| The Newark Partnership Board Meeting                                                                                                                                        |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Attendees: Polly Sierer, Bryan Horsey, Chris Locke, Roy Lopata, Paul Keely, Dan Rich, Bob McBride, Bob Methvin, Freeman Williams, Olivia Brinton, Tom Coleman, Lee Michaels |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Item Topic                                                                                                                                                                  | Summary of Discussion                                                              | Outcome/Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| At large TNP board nominations                                                                                                                                              | 6 nominations received for TNP at large members; immediately proceeded for vote.   | <div>1. Candidate Olivia Brinton; Chris Lock moved, Paul Keely Seconded, unanimously carried</div> <div>2. Candidate Bryan Horsey; Dan Rich moved, Freeman Williams seconded unanimously carried</div> <div>3. Candidate Polly Sierer; Paul Keely moved, Chris Lock seconded, unanimously carried</div> <div>4. Candidate Roy Lopata; Tom Colen moved, Dan Rich seconded, unanimously carried</div> <div>5. Candidate Carol Boncelet (spelling? Tom Coleman mov Dan Rich seconded Lee Michaels abstained, Chris Locke opposed, motion carried.</div> <div>6. Candidate Robert</div> |

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| <b>Approval of Meeting Minutes</b>                          | No edits or corrections.                                                                                                                                                                                                                             | Roy Lopata motioned to approve, Paul Keely seconded, Tom Coleman and Chris Locke abstained, motion carried.                          |
| <b>University of Delaware's TNP supporting staff update</b> | Valerie Lane discussed UD's role/involvement with TNP going forward, now that formal TNP board has been elected and is in place.                                                                                                                     | Valerie expressed UD's supporting role commitment to TNP will continue through July 2020.                                            |
| <b>TNP Budgeting update</b>                                 | Valerie Lane, Dan Rich, Leann Moore met with each TNP committee to discuss budget needs, requirements, and ambitions for the year.                                                                                                                   | With TNP Executive Committee now formally installed, EC will review TNP FY20 budgeting needs and prepare for FY2021 budgeting needs. |
| <b>TNP membership fee structure</b>                         | <p>Questions were posed around the disposition of TNP membership fee structure and anticipated time TNP member fees would be implemented.</p> <p>Membership fees and implementation are dependent on TNP's value proposition.</p>                    | EC Committee will discuss the rest of 2019 needs. The TNP board will discuss budgeting timelines at the August TNP meeting.          |
| <b>TNP Policies &amp; Bylaws</b>                            | <p>How do subcommittees request money for initiatives and other daily operations? What is the guidance from EC and the board on committee priorities for the rest of 2019?</p> <p>Going forward, EC will meet two weeks prior to board meetings.</p> | Executive Committee is now tasked with leading the creation of policies for TNP committees and subcommittees.                        |
| <b>TNP Executive Committee formation</b>                    | Members were proposed for TNP Executive Committee w/:<br>Polly Sierer as Chair<br>Paul Keely as Co-Chair<br>Olivia Brinton as Treasurer                                                                                                              | Chris Locke made motion to change one EC at large seat replacing Freeman Williams with Dan Rich, Paul Keely seconded, Dan Rich and   |

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|                                     | <p>Bryan Horsey as Secretary<br/>Freeman Williams at large<br/>Roy Lopata at large</p> <p>A suggestion was made that Dan Rich, as an organizing founder and UDEL representative, be installed as a member of the EC. Additional board members agreed. After discussion, Freeman Williams offered his EC seat to Dan Rich.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>Olivia Brinton abstained, motion carried.</p> <p>Tom Colman motioned to vote for all EC seats at once, Freeman Williams seconded, unanimously carried.</p> <p>Tom Coleman moved to approve the EC members presented and amended, Roy Lopata seconded, unanimously carried.</p>                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Administrative Announcements</b> | <p>Applying for 501c3 status is almost complete.</p> <p>TNP bank account set up.</p> <p>TNP will participate in the Fusion for a Cause event on Nov. 16<sup>th</sup>, at Bellevue State Park.</p> <p>Newark Community Day is Sept. 15<sup>th</sup>, TNP will have a table,</p> <p>TNP board discussed the need for marketing guidelines as we begin to be more visible and active within the community.</p> <p>There will be a Bike Newark event in September.</p> <p>Civic Engagement, Economic Enhancement, and Non-Profit committees will submit their own updates for the record going forward.</p> <p>All board and committee meetings are listed on TNP calendar.</p> <p>All TNP monthly committee meetings and events will be included within TNP newsletter.</p> <p>Newsletter List has over 700 people.</p> <p>Tom Coleman will help identify a City of Newark representative for TNP.</p> <p>TNP board members offered praise for the University's role and help in TNP. Special thank you to Valerie Lane and Leann Moore, and Dan Rich for their dedication and leadership</p> | <p>Need to confirm submission to IRS.</p> <p>Tom Coleman will check with the City on their capability of holding funds temporarily if TNP accounts are established.</p> <p>Val to follow up with Max Walton on a TNP bank account creation.</p> <p>People can register for Fusion for a Cause event under TNP.</p> <p>TNP will be seeking volunteers for the TNP community day table.</p> <p>EC to develop TNP marketing objectives.</p> <p>TNP board to decide on B Bike Newark event participation.</p> <p>Send Tom Coleman a copy of bylaws.</p> <p>Tom Coleman will look into providing additional parking signs during main street construction.</p> |

| Item Topic                                    | Summary of Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Outcome/Action                     |
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| <b>Nonprofit Enhancement Committee Update</b> | <p>Non-Profit survey ID of Newark-serving nonprofits now 89 identified</p> <p>Resource Guide Programs Directory (underway) to be submitted TNP September</p> <p>School Supplies Drive Donation Project is underway Aug 12-22 2019</p> <p>Held June 25 Nonprofit Breakfast at NewarkNatural Foods for networking</p> <p>Professional Development training session to be organized in Sept 18 by nonprofit members at no cost for smaller nonprofits</p> <p>Most of this came as a result of Newark Futures participation</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |
| <b>Civic Engagement Committee Update</b>      | <p>Not much is new, as we have not had a committee meeting since last TNP organizing committee meeting.</p> <p>Our next meeting is tomorrow evening, 6:30pm at Newark Natural Foods.</p> <p>2 new committee members.</p> <p><b>TNP Community Meetings</b></p> <ul style="list-style-type: none"> <li>- I attended the Arbour Park civic association meeting on Jun 30. There were about 25 people present. Gave a brief talk on TNP, and what's in it for them. WEll received, and most signed up to be on the email distribution list</li> <li>We plan to "steal smart" an idea from committee member Jean Kutcher, and hold "Knowing Newark" meetings monthly in different community locations. To attract community members, we'll advertise Knowing Newark topics like; <ul style="list-style-type: none"> <li>- What's going on at STAR Campus</li> <li>- Learn about our vast parks &amp; recreation resources</li> <li>- What interesting topics are coming before city council</li> </ul> </li> </ul> <p>After the presentation, we'll give a brief overview on TNP, and ask attendees if they'd like to be on our list for receiving updates.</p> | Share list of nonprofits with CEC. |

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| <b>Economic Enhancement Committee Update</b> | <p>Block captains have committed to making contact with each business in their area by the next meeting.</p> <p>Had an update on the Main Street construction from AECOM and Remline, who confirmed there is a budget for marketing. The committee will work with the representatives on a script for a radio ad.</p> |  |
| <b>Events Subcommittee Update</b>            | TNP First Responders dinner is postponed. New date TBD.                                                                                                                                                                                                                                                               |  |
| <b>Members of the public</b>                 | No comments offered.                                                                                                                                                                                                                                                                                                  |  |
| <b>Next TNP Meeting</b>                      | <p><b>August 20<sup>th</sup> 6:30pm</b></p> <p><b>September 17<sup>th</sup> 6:30pm</b></p>                                                                                                                                                                                                                            |  |
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