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| Minutes                                                                                                                                                                                                                                                                                                                                                        |                                                                          | Date:Jan 19, 2021                |
|                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                            | Location:<br><br>Zoom            |
| Start Time:<br><br>6:35 p.m.                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                            |                                  |
| End Time:<br><br>7:50 p.m.                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                            |                                  |
| The Newark Partnership Board Meeting                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                            |                                  |
| Attendees:<br><br><i>Bob McBride, Jerry Clifton, Paul Keely, Leann Moore, Dan Rich, Tom Coleman, Olivia Brinton, Max Walton, Kathleen Matt, Jamie Zingaro, Roy Lopata, Chris Locke, Freeman Williams</i><br><br><i>Regrets: Polly Sierer, Bryan Horsey Kerry Edwards</i><br><br><i>Absent:</i> <i>Guests: None</i><br><br><i>Presiding Officer: Paul Keely</i> |                                                                                                                                                            |                                  |
| Item Topic                                                                                                                                                                                                                                                                                                                                                     | Summary of Discussion                                                                                                                                      | Outcome/Action                   |
| Approval of Minutes                                                                                                                                                                                                                                                                                                                                            | Motion: Lopata      Second Olivia Brinton<br><br>Unanimous approval                                                                                        | Minutes Approved without changes |
| Approval of Treasurer’s Report                                                                                                                                                                                                                                                                                                                                 | Motion: Locke      Second: Coleman<br><br>Vote: Unanimous                                                                                                  | Report Approved                  |
| Membership Update                                                                                                                                                                                                                                                                                                                                              | 2 new individual memberships this month                                                                                                                    |                                  |
| Executive Committee                                                                                                                                                                                                                                                                                                                                            | Executive Director Search Update:<br>Interview process included review of 25 applicants narrowed to 7 finalists.<br>ExCommittee interviewed 6 (1 no show). |                                  |
| Executive Director search                                                                                                                                                                                                                                                                                                                                      | ExCommittee interviewees agreed on top 3 unanimously<br><br>Jamie, Tom, Polly, and Paul interviewed final 3. Based on scoring and observations             |                                  |

the best candidate was Leann Moore. Based on perfect score of 150 weighting of skills and experience #A candidate scored 99 #B candidate scored 85 and Leann Moore scored 117.

There were some concerns about Leann's age and relative lack of experience in grant writing and membership development. But these were overcome by her experience in working with TNP and predecessor organizations. Leann is best prepared to hit the ground running and will be ready on the first day.

Jerry asked who would be giving direction to the new TNP Executive Director.

Polly and Paul will serve as Day to Day supervisor(s) and would be first contacts and work with ExDirector on planning and setting of goals. Executive Committee and Board will oversee the policy process and goals development.

Unsuccessful candidates were not asked in the interview process if the TNP Board could know their name. Thus it seemed this might be a problem. However if the Board went into Executive Session to discuss them this might be ok to do.

Alan Sale of TX (rating 99) was one candidate with experience at Chamber of Commerce and USCensus.

No grant writing or membership development experience. Has little experience working with a nonprofit Board. Not much budget or finance experience.

Negative: Not a local to DE or Newark would take a long time to get up to speed.

Kelly McKay (score (85)) is a serial entrepreneur and life long Wilmington resident. who heard about the job from a friend who is a Newark business owner. No nonprofit or grant writing experience since she ran her own businesses. No experience in membership development or working with a Board. She will continue to run her current local business in addition to this job.(It is now on hiatus due to COVID pandemic). However she has diverse business experience and can do spirit.

Negative: There was some concern she will return to her present business when times improve and not give the TNP ExDirector position full attention.

Job Offer details to the successful candidate Leann Moore

Position Offer letter will be for a 1 year position with employment "at will" depending on availability of funds. This should cover any problems with funding.

Salary offer will about \$65,000/yr as this was within the range for other positions in this area. With some room for salary negotiation.

Leann could start within 2-3 weeks.

Executive Committee agreed that we should make an offer to Leann Moore of

\$65,000 with Health Benefits (through City of Newark) of approx \$10,000/yr to be paid by TNP funds. City of Newark will need to approve this situation; offering health insurance for individual only not for family members. We are assuming that City of Newark will allow her coverage but if not we could offer coverage through standard DE insurance marketplace- or another vendor.

Discussion of the high cost of the salary for the TNP budget and the health insurance was focused on the budget deficit with a lack of revenue and how we might best serve the interest of the TNP Board and Organization. Can we afford to hire now? Perhaps we should wait until there are more funds. However this might not work operationally; without a paid staff member the TNP may fold as a business.

Max Walton suggested that we need a hire to get the organization going. Freeman Williams also reinforced this idea and really need somebody who knows the community and the organization.

Jerry Clifton wanted to note that he was leaving the meeting without voting for another obligation. Max Walton and Bryan Horsey were also called away to other obligations before voting.

Strategy of TNP Board had been to hire an employee to enhance services. Did we agree to change this or not? Most members agreed that we had expected to hire an Executive Director

The City of Newark seems to be interested in doing the original process of hiring an employee despite the possible loss of UD funding at the end of the 2021 fiscal year. However we cannot guarantee funding to support the programs and we need to look at the possibility that the TNP might fail because of financial reasons. On the other hand we are in a community emergency/pandemic which the TNP can help.

Kathleen Matt moved:

That TNP Board endorse the recommendation of the search committee to offer the position to Leann Moore at the stated salary with the provision of termination of the contract for any reason at any time including lack of funds. Any Other benefits beyond health insurance to be negotiated.

Second: Tom Coleman

Roll Call Vote on motion

Brinton, yes, Keely, yes, Lopata, yes, Matt, yes McBride, yes, Rich, Yes Williams, yes, Zingaro, yes

Locke, no

Not voting (not present) Jerry Clifton, Bryan Horsey, Max Walton, Polly Sierer

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| <b>Administrative Announcements</b> | <p>Newark Community Conversation Virtual event – to be held Feb 10, 2021<br/>Webinar version of CoVid -19update</p> <p>Covering: DE Dept of Health rulesUD planning through 2021-2022 Vaccines Distribution</p> <p>Restaurant Week Dinner Series update<br/>Planning for January 21-27 week for full service and take out components at restaurants.<br/>Advertising is ready to go but it may depend on the State of DE/Newark business restrictions. If restrictions are lessened it will go forth, may be postponed if restrictions are maintained. We may change this to curbside restaurant week if restrictions are in place.</p> <p>February Restaurant week is also scheduled. Details TBA</p>                                                                                                                                                                                                                                                                                   |  |
| <b>Committee Updates</b>            | <p><b><i>Nonprofit Enhancement</i></b></p> <p>MLK Day of Service was very successful despite restrictions.</p> <p>New Services: Beans Coffee House next to Bings Bakery will focus on youth services for mental health and behavioral experience re-entering the workforce. Mare Draper is the new Exec Director of the Business and is a clinical worker in behavioral health and job placement for teens and young adults. They hope to join TNP soon.</p> <p>Friends of School Hill group (George Wilson school alumni) wants to establish nonprofit status and needs guidance. Let Susan Mitchell know if you know somebody who may be able to help.</p> <p>Newark Center Creative Learning School (NCCL) is starting sustainability Saturdays for the community as online activity every 2nd and 4th Saturday through June. This focuses on elementary students and families and is open to everyone. NCCL School hopes to join TNP soon.</p> <p><b><i>Civic Engagement</i></b></p> |  |

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|                                                            | <p>Meeting on Jan 14 to work on goals yielded these 2 broad goals:</p> <ol style="list-style-type: none"> <li>1) Increase knowledge and engagement by Community stakeholders</li> <li>2) Broaden Diversity of the Committee as well as participants</li> </ol> <p>Knowing Newark Jan 21 2021 Event has about 100 registered History Mystery with Jim Jones co-sponsored by Newark Historic Society. This will be focused on the Deanery Neighborhood and the Great Fire in the Mills there that took place.</p> <p>February: Head of Confucius Institute speaking about Chinese Year and Asian culture influences in our community. They are continuing to map events for 2021</p> <p><b><i>Economic Enhancement</i></b><br/> No new report from Econ Enhancement Committee.</p> <p>New idea was proposed – a survey of members/potential members as to what their needs are so we can plan more events to meet the needs. In person social events were successful- written survey was not widely returned so not much was learned. We should have more meetings when we can schedule them again in person.</p> <p>Brian Coll at Chemours Newark is interested in partnerships with sustainability groups in the City of Newark and TNP associated businesses in Newark through other City of Newark Committees.</p> <p>ILC Dover Company is relocating to the Star Campus and should be approached to join TNP. Dow/Dupont has not been approached to join but should be soon. GE Aviation was approached but laid off nearly all of their employees shortly thereafter. May need to be re-approached.</p> |                                 |
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| <b>The next meeting will be: February 16, 2021, 6:30pm</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |