Valerie S. Mason
Chair

Will Brightbill
District Manager

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The City of New York
Community Board 8 Manhattan
Executive Committee
Wednesday, October 16, 2024 - 6:30 PM
This meeting was conducted via Zoom.

MINUTES

Community Board Members Present: Bill Angelos, Elizabeth Ashby, P. Gayle Baron, Lori Bores, Taina Borrero, Alida Camp, Anthony Cohn, Saundrea I. Coleman, Felice Farber, Ed Hartzog, David Helpern, Sahar Husain, Wilma Johnson, Paul Krikler, Craig Lader, Valerie Mason, Jane Parshall, Sharon Pope-Marshall, Rita Popper, Peggy Price, Elizabeth Rose, Barbara Rudder, Abraham Salcedo, Will Sanchez, Judy Schneider, Robin Seligson, Russell Squire, Marco Tamayo, Chuck Warren and Shari Weiner.

Total Attendance: 31

Chair Valerie S. Mason called the meeting to order at 6:30 PM.

1. **Chairperson's Introductory Remarks**
   (a) Not every co-chair needs to attend these meetings, one co-chair is sufficient.

2. **Report from the Co-Chairs of the Budget Committee, Gayle Baron, and Felice Farber on the Status of the Preparation of the District Needs Statement** (14 minutes)
   - The committee has had 2 meetings in September.
   - We have spent a great deal of time updating our existing statement, trying to be as specific as possible with our requests. Thank you to Committee Chairs for your good input and updates.
   - Thank you to Rose Klopper and Will Brightbill for all of their work on the Community Survey.
   - We have found that the agencies pay closer attention to very specific requests and details.
   - If you did not have an expense or priority last year, please let us know as soon as possible.
   - Don't be afraid to ask for things, requests are agency specific, each agency will not see our aggregate requests just the ones relevant to that particular agency.
   - Data is also useful as well as history and background relating to our needs
   - What deadlines are we up against?
   - The Co-Chairs responded that they want to complete the Needs Statement by the week of October 26, 2024.
   - The Board Chair encouraged everyone to read the Statement, both board members and the public and thanked everyone for their yeoman's efforts; the Statement it is on time and an excellent work product.

3. **Full Board Committee Meeting Reports - Protocol**
   -- Chair reviewed how Committees should make their monthly reports and presentations at Full Board:
   -- She remarked that at our last Full Board meeting, the presentation by one of the applicants went way long and unfortunately set a bad precedent for the length of the reports by Committees that followed.

-- Everyone is doing a good to excellent job, we are talking about tweaking. It is understood that each Committee is passionate about its subject matter but we need to be mindful that there are typically full agendas and we cannot duplicate the discussions of committee meetings at the full board.
-- Co-Chairs should prepare ahead of time. If you are presenting a resolution and there is a split vote, then ahead of the meeting please decide how the "for" and "against" will be succinctly presented. There is a potential disconnect between notifications to Community Boards of new applications and need to act on the applications, within 30 days in the case of sidewalk cafes and 45 days in the case in the road applications.
-- The Board Chair should not be stepping in to moderate the discussions, the Committee Chairs should be doing it.
-- It is obvious that people enjoy being in the room together rather than on Zoom, but we have to remember that we cannot have discussion back and forth. Roberts Rules of Order must be the rule not the exception.
-- It does not move the meetings forward when we get bogged down in details that should have been discussed. If you as a Board member are very interested in how the committee came to its resolution, Zoom gives those who missed the committee meetings the advantage of reviewing the meeting at your own pace.
-- Reminder to committee chairs, if you are taking a position (arrange all of it before hand), you must step away from the podium and be called on like any other Board member.
-- Feel free to email with any questions

4. **Submission of Agendas, and Speaker Requests**

- Board staff should not have to repeatedly request agendas. In order to maximize community input and create the greatest impact, our agendas need to be formulated in advance. The Chair does have ultimate approval of all agendas.
- Committee Chairs should be coordinating with the Board office on formulation agendas and speaker requests; this does not mean that Board staff is approving speakers, they are there to help and coordinate. The staff and the Board Chair should be aware of what is going on. Sometimes it makes more sense for the Chairs to contact speakers and sometimes more sense for Board Staff but bottom line everyone should be aware of what is happening and kept in the loop.
- Be mindful that the speakers for the most part, are joining us beyond their regularly scheduled workday, we need to give them maximum of lead time, in the end it will benefit everyone.
- Try to map out more than one meeting ahead, it will result in better publicity and more engagement.
- Let's work collaboratively, reach out if you are having issues.

There was a discussion among the Committee Chairs regarding agenda formulation issues and coordination of speakers, etc., which included a request for more training especially with respect to Roberts Rules of Order.

The meeting was adjourned at 7:35 PM

Valerie S. Mason, Chair