

The Glen Cove Community Development Agency held its regularly scheduled business meeting on Tuesday, April 24, 2018 in the 2nd floor conference room, City Hall, Glen Cove, NY 11542. The meeting was called to order at 6:10 p.m. and the following members were present:

Timothy Tenke, Chairman
Vincent Hartley
Lindsay Anderson
Anthony Jimenez
Gaitley Stevenson-Mathews
D. Willis

Also Present:

A. Fangmann, Executive Director
C. Byrne, Secretary
A. LaMorte, CFO/Assistant Secretary
F. Trunzo, Executive Director GCB&G Club

Absent:

Luis Vasquez

The Secretary reported that the notice of meeting was served in accordance with the CDA by laws.

MINUTES:

Chairman Tenke made a motion to adopt the minutes of the CDA meeting held March 13, 2018 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

CDA MEMBERS

Timothy Tenke , Chairman
Vincent Hartley
Lindsay Anderson
Anthony Jimenez
Gaitley Stevenson-Mathews
Danielle Willis
Luis Vasquez

VOTING

AYE
AYE
AYE
AYE
AYE
AYE
Absent

EXECUTIVE DIRECTOR'S REPORT:

The Mayor suggested we defer the Executive Director's report and introduced the guest speaker, Ms. Franca Trunzo, Executive Director of the Glen Cove Boys & Girls Club.

Ms. Trunzo provided the members with an overview of the various programs offered by the Glen Cove Boys & Girls Club and various funding sources, including the CDBG funding of the summer program and the recent repair of the gymnasium floor using CDBG funds. She announced that a Glen Cove High School Senior is the recipient of an \$8,000.00 scholarship through the Boys & Girls Club as well as the announcement of the student of the year, Ms. Trinity Munez. The board engaged in questions and answer period with Ms. Trunzo and thanked her for her wonderful program.

UNFINISHED BUSINESS:

Ms. Fangmann provided the members with a personnel update announcing the resignation of our part-time clerk in Section 8 for personal childcare reasons. She announced that a former CDA employee and retiree from the City of Glen Cove finance department, Evelyn Willett-Fisher applied for the job vacancy. Evelyn is a well-qualified candidate and we are pleased to welcome her back. Evelyn's resume was included in the board member packets. This evening we are

asking for board approval to hire Evelyn on a part-time basis in Section 8 to assist the Sr. Housing Specialist and Program Administrator.

NEW BUSINESS:

Ms. Fangmann provided the members with an overview of a request made by La Fuerza Unida of Glen Cove who was unable to get sufficient enrollment in their adult ESL GED program which was approved for CDBG funding in the 43rd program year. They requested an amendment of their funding for a “Tenant Education and Counseling” program that will provide one on one education and counseling to tenants who need translation assistance, understanding their rights and responsibilities as tenants dealing with landlords, lease interpretation and terms, occupancy and property care, payments and receipts, renewals and increases in rent. Counselors will also provide referrals for the school system, community issues, social interaction, City of Glen Cove services and programs through social services. The counselor will work with individuals on an appointment basis as well as walk in clients to help with tenant/landlord education, eviction prevention, relocation assistance and homelessness diversion. They anticipate providing counseling services to 50 low-moderate income Latino residents and the funding request is not going to change from the \$5,000.00 approved for the original activity. Accordingly, we are seeking board approval this evening to authorize the Executive Director to execute the CDBG 43rd year contract amendment which is also being approved by City Council later this evening.

RESOLUTIONS:

Chairman Tenke made a motion to adopt resolution 7(a) and asked for a second:

7(a) Authorizing the Executive Director to execute contract amendment No. 1 with Nassau County for CDBG 43rd year, contract No.: CQH117000027 reflecting a change in public service program activity by La Fuerza Unida of Glen Cove, Inc.

The motion to adopt CDA resolution 7(a) was seconded by Vincent Hartley. Motion carried by a roll call of the CDA members as follows:

<u>CDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke , Chairman	AYE
Vincent Hartley	AYE
Lindsay Anderson	AYE
Anthony Jimenez	AYE
Gaitley Stevenson-Mathews	AYE
Danielle Willis	AYE
<i>Luis Vasquez</i>	<i>Absent</i>

Chairman Tenke made a motion to adopt resolution 7(b) and asked for a second:

7(b) Authorizing the Executive Director to hire Evelyn Willett-Fisher as part-time clerk for Section 8 Housing choice Voucher Program at \$14.00 per hour, subject to 180 day probationary period, effective May 1, 2018.

The motion to adopt CDA resolution 7(b) was seconded by Lindsay Anderson. Motion carried by a roll call of the CDA members as follows:

<u>CDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke , Chairman	AYE
Vincent Hartley	AYE

Lindsay Anderson	AYE
Anthony Jimenez	AYE
Gaitley Stevenson-Mathews	AYE
Danielle Willis	AYE
<i>Luis Vasquez</i>	<i>Absent</i>

Ms. Fangmann provided the members with a brief overview of projects and grants being administered by the CDA.

As there was no further business to come before the board, the Chairman made a motion to adjourn the meeting. The motion was duly seconded by Vincent Hartley. Motion carried and the meeting was adjourned at 6:50 p.m.

Respectfully Submitted,

Camille Byrne, Secretary-CDA