



BDC Board Minutes

DATE: 10.26.22,

Notes by Dave Zak

Status: Approved

Board Attendance: Jen Onofray, Kyle Gracey, Bruce Chan, Vicki Mayowski, Jodi Lincoln, Amethy, Maura Kay, Julian McClain, Matt Bremmer, Vlag Lungo, Jennifer Kiley, Denise Mianzo, Jake Wilfong

Staff: Christina Howell

Guests :

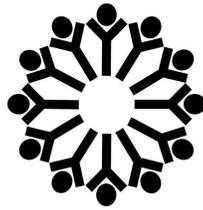
Time Call to Order: 6:33pm

Icebreaker IAR: Fav or most memorable Halloween outfit?

Resolution to approve September Meeting Minutes

Finance Committee: Vicki

- Sept Financials, \$67K in cash, \$50k of that is ACCBO/NED, and \$17 is URA benches, greatly increased since last month,
 - Accounts receivable much lower, only couple thousand in accounts receivable, need to keep applying to grants. Just applied to ERTC grant, more to come on that
 - \$2,200, remaining bench bill that we expect by the end of the year
 - \$4,500 Duq Light grant that came in
 - Sept 30 = \$71k
 - Accounts payable
 - accruing monthly interest from SBA loan
 - Financial position
 - total liabilities = a little over \$20K
 - total liabilities in equity= \$71,451
 - next month we'll talk about a 2023 draft budget
 - ACCBO/NED + Duq Light grants
 - Gross profit= \$56,568
 - Salary wages = \$12k, lower than it's been but this will likely stay the same going forward
 - Higher than usual program supplies expense (new token program), paid out a neighbors in need grant (which is great),
 - Month of Sept net income \$38,895
- Budget vs Actual
 - as of Sept contributions = \$1,700, behind what we expected
 - Hoped to have \$135k, haven't received any grants
 - We're at 81% of budget amount for program expenses



Bloomfield Development CORPORATION

- We have 177,899 of revenue, and we'd budgeted for \$304,000.
- Personnel expenses about \$7k different, pretty close.
- We are doing better than expected on offices and operations, we are similarly close on program supplies, contract services, really nothing else that's majorly off and
 - YTD loss of \$78k, had hoped for an income of \$35k, comes down to foundation line, we were expecting more from foundations.
- Have received a 990 and we'll be sending it to the board at the end of next week, due Nov. 19th open to questions comments and feedback. There is a line where we say the board has reviewed it.

Fundraising Committee: Dave

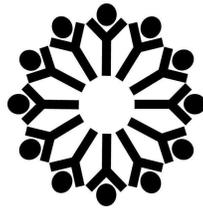
- It's time again for the Holiday Party! We're asking board members to volunteer to contact local businesses for our fundraiser.
 - Signup and additional info on this form
<https://docs.google.com/spreadsheets/d/1GZqSwFmMoJZssXeU6QzBzOPKsBGaziVzUQ6US-nfafQ/edit#gid=1871224834>
- Roughly, contact a local business you have a connection or relationship with or just one you really like. They don't have to be in Bloomfield, can be anyone or anything. We'll collect donations and organize into baskets for a raffle.
 - Large corporations usually have forms on their website, for smaller businesses it's helpful to go to them in person.
 - Our signup form is under the resources section at the top of the spreadsheet.
 - We don't expect every business to participate, the event can be successful without full participation.
 - Also asking board members to donate some form of alcohol, wine, liquor, a nice beer, whatever. We combine them into a booze basket, this is always a very popular item.
- Contact Dave if you have any questions at all!!

Executive Committee: Kyle

- No Major things to talk about, keeping ya'll updated on strategic plan. We got the survey after the board approved and finalized. That's up on the website and we have a form for ppl to start filling it in, and we put in an advertisement in the bulletin to hopefully catch some folks. We'll be continuing as an email and social media, including a link in future newsletters, and doing a few flyers. We'll need help to put them up on coffee shops and things, and we'll hopefully start getting results out shortly. Exec committee will start figuring out the proposed timeline and schedule for next year when we have a time to write and craft the plan itself from the feedback, hopefully early 2023. More to come there, for now be on a lookout with disto.
- Contact Kyle about flyer if you'd like to help put them up.
- Link to survey - <https://bloomfieldpgh.org/survey/>

IAR: Jodi

- Kwanzaa event at the market on Dec 17th, the week before Kwanzaa starts.



Bloomfield Development CORPORATION

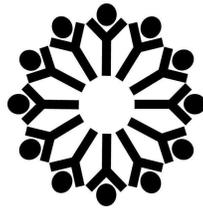
- Going to invite black owned businesses, craft and gift makers, and also food / restaurants to come and vend at the market for free. Finalizing the app for that, a shortened version of regular application.
- **Volunteer request - help on that date, dec 17th to help support that event.**
 - There will be lots of first time vendors, need extra people to help organize, liaise, and be around. It's a winter market 11am-2pm, asking people to be there at 10am.
- When we have the application available we'll be posting it via our channels and have some businesses in mind that we'll contact, but we'll also sent the link out to the board, please encourage any businesses you think would be a good fit to apply. Again, holiday gift market + food vendors.

Business District Committee: Christina

- We didn't have a committee meeting b/c we were going to have a networking happy hour yesterday but had to be rescheduled.
 - New date is Tue Nov. 15th at 5-7pm @ Station
 - small budget for this from partnership with Neighborhood community development fund does cover food and drinks for these happy hours
 - Drink tickets for all attendees + appetizers
 - Invite via mailchimp + flyers
 - URA, Kiva, Neighborhood Community Development Fund, all attending

Property & Planning Committee: Bruce

- Some news, part of the work we're doing with new members is revisiting street trees, planting street trees. Some of the work in the past couple of years was lead by the Bloomfield tree tenders but hasn't been active in the past few years. Tree Tenders is a designation from tree Pittsburgh, but we haven't had any planted via that program.
 - Sam and Bruce met with program manager who works around Tree Vitalize, the person who does the trees. She knows that we're applying for some trees, application due Dec. 1st. Sam and Bruce strategized, we'd love to see more trees on Liberty ave but we'd start with something easier in the Spring and then from there we'd go on to tackle Liberty ave.
 - Liberty Ave is hard b/c lots of businesses are there and we need approval + really old sidewalks.
 - Decided to start with Friendship park first b/c some trees went down this week and they'll be replaced and will be easier.
 - Other first area is hopefully the tree pits that already exists near West Penn but don't have any trees. Don't have to dig anything, just need to put a tree in.
 - These areas would be easier to get approval.
 - Hopefully get a community planting event by the Spring.
 - You apply in the fall to get approval in the Spring.
 - Tree planting in the park will maybe coincide with the asphalt painting that will hopefully be installed.



Bloomfield Development CORPORATION

- Vlad is looking at wood pallets and creating furniture, mabe around one of the parks in Bloomfield. Seeing if there's a way to make some fun gathering spaces for those using the parks.
- Jake - Do you want to know about tree pits?
 - Bruce - if west penn doesn't already have a plan for them, this would be a good use and we'll apply. But if they DO have a plan, we'll move on. I did want to get your (Jake's) feedback on these, will talk more.
 - Some trees have died over the past few years and if they have a plan to plant them? Jake will get an answer by Friday.
- <https://waterlandlife.org/trees/treevitalize-pittsburgh/apply-to-treevitalize/>

Staff Updates: Christina -

- Working with a pro bono consultant to help get larger individual gifts and corporate sponsorships
 - Not just brainstorm what Christina could think of but also put a list in front of the board and have people signup.
- **Volunteer ask, use this form -**
https://docs.google.com/spreadsheets/d/1Pvw-vemK9d-hUkMXyn_l2Hhx_ebRXO2r3o5wrWxMLag/edit#gid=450401641
 - Large donors, section for corporations and another for large donors. Would be to target people to donate \$1k or more.
 - Christina requesting us to add anyone we know who might be invested in Bloomfield or just someone you know who'd be interested in donating to a community org. Another section is for a contact at corporations, provide Christina with a contact name or email and include your name. Christina will contact you and discuss how to get an introduction.
 - Please think about your network who work for larger companies or companies who are invested in communities and include them. Could also be people who are interested in housing, farmers market people.

Upcoming Events: Kyle

- Halloween parade tomorrow,
- Networking event next month,
- ED review next month,
- board meeting next month will be a week earlier on Nov. 16th,
- Holiday Friday Dec. 9th, also an earlier board meeting in Dec., we'll be voting on the budget.
 - We'll start reviewing and discussing the budget in Nov.
- The Kwanzaa market event will be in December.

Meeting Adjourned TIME 7:50pm