

**Nassau Community Connections, Inc.**

**Meeting Minutes**

**Tuesday May 10<sup>th</sup>, 2022, 7:00 PM**

**Grace United Methodist Church House/Future Community Center**

*Our grassroots organization builds community, inspires hope, and networks for equity by raising awareness and connecting essential resources*

**Attendance**

Chaplain Michael Needham (MN), President; Lori Clark (LC), Treasurer; Joseph Gil (JG), Communications Officer; John Imhoff (JI), Secretary; Jean Wagner (JW), Volunteer Coordinator; Diana Murphy (DM), Nassau Resource Center; Carol Siver (CS), Grace United Methodist Church; Rev. Ed Van Kampen (EV), Nassau Reformed Church.

**Meeting Minutes:**

Certificate of Occupancy

- We have completed the requirements of our building permit.
- MN Met recently with a code enforcement officer next line we are approved for occupancy so we can schedule our open house and start operations at the center.

Community Center Open House

- Open house will happen during the Grace United Methodist Church Strawberry Festival on June 23rd (this date has changed since the last meeting).
- Diana Murphy suggested that we have flyers available for all of the services that we might want to have at the center such as WIC, food stamps, NAMI, etc., organizations that will be willing to reach out and help people.
- MN would like a big event including flowers, food, coffee, etc. and would like to invite local churches politicians and dignitaries from the community.
- Looking to open a little bit earlier than the 7:00 PM start time for the Strawberry Festival... maybe 5 PM?
- Will move the banner from the inside wall to the porch. This will be temporary until we get a sign for the center.
- Motion for Open House/Community Introduction on May 23 during the Strawberry Festival made by JI.
  - Seconded by Reverend Ed Van Kampen
  - Discussion – we may decide to have a more formal event on later date.
  - Motion carried - Affirmative 8; Dissent 0; Abstain 0.
- Will also have a table at the Strawberry Festival where we'd have a clipboard for people who might want to volunteer or get additional information.
- Joe will develop a postcard/1/2 page leaflet with information about what we'll be doing at the Center to hand out.
- Tentative date Community Center opening July 11<sup>th</sup>.

## Community Center Shopping List and Operational Items

There are some items that are needed for opening the Community Center and or for the open house event:

- Coffee maker with an insulated carafe
- Electric tea kettle
- A microwave – we can purchase one of these down the line...not urgent
- A globe for the ceiling light in the office
- A new desk to replace the rickety one that is currently in the space.
- Table(s) replace those in the middle of the room; either dining room-style with matching chairs or something smaller and more personal.
- TV will eventually be mounted on wall. May want for special occasions/events.
- Going to move ahead with setting up a personal Internet Wi-Fi account through Spectrum in MN's name.
- MN suggested that we begin our monthly contribution to Grace United Methodist Church in July.
- LC raised the topic of defining an income source for covering our monthly expenses. Need to develop income source beyond fundraising that may include:
  - Grants
  - Community donations - Chandler Young Veterans Association helped us with insurance
  - Donations, memberships, sponsorships, create patrons.
  - Maybe creating a plan where we have a schedule with date of BBQ, other fundraisers, date to send out donation requests to community.

## Fundraising

The S&S event has been confirmed for Saturday June 11.

- There are two things that need to happen
  - Certificate of insurance (MN)
  - One day Health Department permit.
- Melissa from Smile's has volunteered to make ice cream sandwiches and homemade nutty buddy cones.
- She'll donate the time and asks only that we purchase the materials.
- We're asking for 75 of each type.
- During the event, we can ask for the microphone; or ask the band if we can have the mic when they are going on break. MN would prefer that S&S approves of our doing this beforehand.
- Melissa believes that Smile's DOH certificate should cover our event, but DM will check with S&S to verify that they are ok with it and if not, will get information on how to obtain the one-day permit.
- JG will prepare 100 promotional fliers to pass out to patrons.
- JG also offered his services in trade to save NCC costs. If Melissa could use his services, he'd be happy to assist that way.

## T-Shirts (JG)

Joe's been working on the T-shirt issue at a couple of different angles:

- Manny at Screen Designs, Inc. has been reworking the logo on a white mock up T-shirt that looks really sharp.
  - He's going to check on whether or not they are available in heather gray and will check on the cost.
- The second option is through wicked smart apparel.
  - LC sent information to Joe on this contact.
- CS also suggested another source in East Greenbush that has been used by the Sunshine Fund.
- After some discussion the group agreed that if the price was right we should go with a Screen Designs as the intent is to get shirts to give to the volunteers and for committee members to purchase so they can be work for fundraising and community events.

#### Communications Officer Items (JG)

- The postcard for the Community Center is nearly ready to go, just need to review the copy and select a second photograph.
- JG updated the Resource Guide with a couple of items
- He is currently working on the ramp story but has had no luck getting in touch with the scout/scout's family.
  - The flash drive provided with pics of the project was blank.
  - MN will reach out to the scout's mother soon.
- He has been uploading minutes as they are approved and reminded us that we needed to approve the April Committee Meeting minutes.
  - He made a motion to approve the April minutes
  - Seconded by DM
  - Discussion – None
  - Motion Carried Affirmative 8; Dissent 0; Abstain 0.
- JC looking for additional information on the upcoming bicycle rodeo for article on our website
  - MN -Each year the youth committee bicycle rodeo where kids come and decorate bikes, go through an obstacle course and win prizes.
  - Last year Jake Koons of the AMVETS collected over 100 bikes and was able to salvage about 40 of them to give to kids, and he's doing it again this year. Any child that needs a bike gets a bike.
  - Last year's leftovers went to the Troy Boys and Girls Club and they are gone quick.
- JG asked whether or not JI's recognition for Volunteer of the Year at Regeneron had been awarded yet. It had.
  - He will update JI's bio with this information.
  - MN reported that JI had connected him with the representative from Regeneron who is handling the charitable contribution and he is providing information to them.
- JC is going to update the Resource Guide to add Community Caregivers and East Nassau Senior Services group.
  - MN stated that we could have a whole meeting about resources that might be added

#### Assistance Provided (LC)

- We received a referral from the Sunshine Fund about a mother of two who lives in the village.
- She is receiving temporary assistance from (Lori please provide organization)
- Her children have been in headstart program, but the provider has been losing teachers and she has not been able to find job flexible to allow proper child care and has a gap in income.

- She has a plan and LC is working with her to help define her skills in hopes that she can find job at home
- The officer's agreed to provide month-to-month financial support of \$143 to help with her expenses.
  - This assistance is circumstance-specific and will be evaluated monthly.
  - Agreed to continue this for up to two months, after which point LC and MN agreed to continue support if deemed appropriate.

#### Last Thoughts

- MN asked those present to look at the bylaws, specifically at requirements for becoming a committee member. Email him comments / suggestions and he will revise and send back draft.
- CS indicated that she does not have the password to do the volunteer training online.
  - JW indicated that she could reach out to another member who had taking the training successfully and see what the email announcing the training looked like.
  - MN indicated that Carol should send him an email and he will work with Dave to make sure that she gets what she needs.

Closing Reflection - EV

Next Meeting June 14, 2022