**UPCOMING MEETING DATES**

***All Meetings will be held at the WHCP Meeting Room***

***516 Race Street, Cambridge, MD 21613***

***2018***

Thursday, September 13, 7:00 pm

Saturday, November 10, 10:00 am

***2019***

Saturday, January 12, 10:00 am

Saturday, March 9, 10:00 am

Thursday, May 9, 7:00 pm

Thursday, July 11, 7:00 pm

Thursday, September 12, 7:00 pm

Saturday, November 9, 10:00 am

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**EXECUTIVE COMMITTEE MEETING**

**August 30, 2018**

**MINUTES**

**Executive Committee Members Present:** Chuck McFadden (President), Judd Vickers (Vice President), Mary Ellen Jesien (Treasurer), Michelle Barnes (Membership Director), and Tom Puglisi (Secretary), constituting a Quorum of the Executive Committee (all five members being present)

**Board Members Attending:** Greg Boss, Roman Jesien, Sharon Smith

CAN President Chuck McFadden opened the meeting at 6:30 pm.

1. **CAN JAM.** CAN held its first annual ***CAN JAM Picnic and Music Fest*** on August 26 at Long Wharf Park.  The CAN JAM Committee did a great job putting it all together, including flying a banner across/above Race Street to advertise the event, staffing a membership booth, arranging for food-truck fare and free snow cones, hosting line dancing, and attracting musical talent. CAN JAM promoted CAN’s mission of encouraging community involvement and neighborhood vitality across all areas of the City.  "Pete Doyle and the CAN Jammers” (Alan Gerrard, Kevin Diaz, Tom Hutchinson, and Terry White, with special guest Bill "Bilvis” Hofherr) provided lively entertainment throughout the afternoon (with technical support from WHCP’s Mike Starling).  The opportunity to meet new friends, to have fun, and exchange neighborhood interests and concerns made the day a great success. The CAN JAM Committee will create an After-Action Report and welcomes ideas for improvement. Although this first CAM JAN cost only a few hundred dollars (including advertising costs of $200 and $114 to purchase a tent for the membership booth), it is anticipated that future CAN JAM expenses will run in the $700 to $800 range.
2. **Board of Directors Meetings.**  See above for schedule. The WHCP meeting room has been reserved for all scheduled Board meetings through the end of 2019. The September 13 meeting, to be held at 7:00 pm, will feature new City Manager, Patrick Comiskey. Board members will send Chuck questions to present to the City Manager ahead of the meeting. Mid-Shore Meals 'til Monday will also give a short presentation. City Council Commissioners are always sent an invitation to attend CAN Board Meetings.
3. **Treasurer's Report.** CAN Treasurer Mary Ellen Jesien reported that CAN's treasury currently holds $1433.08. Approximately ten new members joined during the CAM JAM event. Discussion ensued regarding what approvals, if any, are needed for the President and Treasure to spend CAN funds. It was noted that the CAN Bylaws (Article X) provide little direction as to this issue. Judd Vickers was tasked with developing proposed Bylaw language to address this matter more specifically. Bylaws changes require approval by the CAN membership at the Annual Business Meeting or at a Special Members' Meeting.
4. **CAN Accomplishments**. Chuck distributed a list of CAN's accomplishments (see attached) and invited Board Members to suggest additional items for the list. It was determined that the large email distribution list maintained for CAN by Dave Thatcher currently includes about 450 addresses. The CAN membership distribution list includes about 125 of those 450 addresses. Tom clarified that most CAN announcements are sent to the large list in order to make the larger Cambridge community aware of CAN activities. A few announcements each year of interest primarily to CAN members (e.g., election of officers) are sent only the CAN distribution list. Tom also noted that Marti and Fred Phillips-Patrick have volunteered to write articles on real estate sales in Cambridge for CAN's Bi-Monthly Newsletter (which is distributed during the week preceding CAN's Board Meetings).
5. **CAN Donations and Community Support.**  Discussion (begun at the August 8 Executive Committee meeting) continued at some length regarding CAN's need for a public, written policy articulating its guidelines, criteria, and application process for making donations to deserving groups. Greg Boss described his August 8 proposal (attached) for CAN to facilitate grant applications, and eventually, grant management on behalf of area non-profits. As decided at the August 8 meeting, Sharon Smith will develop a draft donations policy for the Board to consider. All such donations, including those previously discussed, will be put on hold until the written policy is finalized.
6. **Planning and Zoning Proposals.** During the Planning and Zoning Commission meeting on August 6, City Planner Ms. Pat Escher invited CAN's input on two proposals that would ease the City's requirement that single-family houses which have been converted to multi-unit dwellings revert back to single-family dwellings following a 90-day period of vacancy. Suggested changes were: (i) Potentially allow non-conforming two-unit dwellings where the owner lives in one of the two units to continue under certain conditions, and (ii) permit continuation of multi-unit dwellings where the owner is making extensive renovations that require vacating the dwelling in excess of the currently permitted 90-day vacancy period by permitting an extension for renovations.

Greg Boss presented data on multi-resident zoning exceptions within Cambridge, and an economic analysis focusing on West End multi-unit properties (see attached). The data indicate that Cambridge has plenty of rental housing. The problem is that Cambridge has an overabundance of deteriorating and substandard rental housing whose owners are unwilling to invest in their maintenance. Much of this deteriorating housing is clustered on narrow streets (e.g., Choptank, West End, Willis) with little off-street parking and insufficient street parking to accommodate multi-unit dwellings. For example, Belvedere Avenue from the river to Locust Street has 78% owner-occupancy, and all of its rental housing is single-family. On the other hand, Choptank Avenue (a very narrow street) has only 48% owner occupancy and many multi-unit dwellings; and the 300-block is made up almost entirely of rental properties. Current code enforcement approaches actually encourage the use of delay tactics and appeals, rather than compliance, on the part of certain landlords. Greg's analysis suggests that the ability to deny rental licenses to non-compliant owners, especially owners with multiple non-compliant properties, represents a significant gap that needs to be addressed before any relaxation of current code requirements is considered. Extensive discussion of this issue resulted in the following consensus:

* 1. The Waterfront and the Historic District are significant sources of visitor interest and revenue for Cambridge. These areas need to be developed and preserved wisely to optimize Cambridge's viability going forward.
  2. Cambridge should change its ordinances to make loss of rental licenses a meaningful enforcement tool.
  3. CAN needs to take a broad approach that addresses the needs of all residents throughout the City. Emphasis only on the West End is too insular an approach and smacks of an elitism that CAN needs to avoid. However, the historic character of the West End can be leveraged as a source of tax revenue for the City to use in generating matching funds to improve all of Cambridge. CAN needs to stress policies for lifting up the City as a whole.
  4. Based on Greg's data, the Executive Committee felt the existing Code as it relates to non-conforming uses is appropriate and changes are not necessary at this time.

1. The meeting was adjourned at 8:40 pm.

From: Greg Boss‬‬‬

Date: Wed, Aug 8, 2018 at 9:52 PM

Subject: Thursday meeting

I’m sorry I can’t make the meeting, but I’m already behind the curve this week due to the furniture moving and related logistics.  I tried putting in some extra hours today, but my customer has to come first.  I won’t be able to leave work early enough to get there before about 8 for sure.  You may note I am writing this at 930.

Anyway, I hope Judd can set up a housing committee meeting or at least spare some time for me.  I will not be back until Sunday (still more commitments), but I’m dropping him and email about that separately.

Regarding the fund raising.  I wanted to propose that the CAN consider working as an executive manager of funds for other non-profits.  That is a 5-year objective, but if we start small and grow our fund raising and work with other Cambridge non-profits each year, we have the possibility of putting some incentive into ‘joining’ the CAN.

I have an opportunity at my company to get matching funds for a charity of our choice.  It happens that my outfit Cybercore Technologies has worked with Baltimore to provide support for something that operates pretty much like our ‘Mid Shore Meals till Monday’.  They have provided backpacks and money to programs that support students in schools like would be familiar to anyone aware of family conditions at Sandy Hill in Cambridge.   Cybercore wants to feature an article in the September company newsletter about whatever it is we want to fund, to raise awareness for a future fund drive.

The program is a matching grant.  We will need to raise funds ourselves to match.  I propose we look at raising $1000.  I myself will write a check for $100 to get started, but we can use our public meeting for example to raise funds explaining the match.  I believe Mid Shore Meals till Monday might be good match for Cybercore, but I am willing to take any cause we feel we should and could support forward.

I also heard the plea of Pastor Gonzales (e.g. the FLAG camp). He indicated that he need help locating and obtaining grants.  The religious component of his effort (the G in FLAG), unfortunately, disqualifies him from participating in the Cybercore program.  I contacted a friend who has worked as the Executive Director of a number of non-profits over the last 30+ years and asked what it takes to get access to foundation grants, state or federal sources.  The bottom line there is that ‘grant writing’ (as you likely know) is essentially an exercise in writing management proposals, and management teams need experience as well as a plan to gain funds.  My friend, Debbie, pointed out that we would have to build a resume to get access to larger funding sources.

This is the 5-year plan part of the topic.  The CAN could become a 'center of excellence’ around promoting topics and writing grant proposals.  We can start small, building our experience through the program at my company and through similar resources.  After a couple of cycles, my friend also pointed to resource that can be used to locate funding sources, training, and related support for successful proposals.

As a CAN board member, I wanted to offer this to our group as an opportunity.

*- Greg Boss*