

2016/2017

*Board Meeting Cancellations & Alternatives*

**Due to vacation scheduling there are no July and August 2016 Board meetings.**

**October 2016 Meeting cancelled due to scheduling conflicts.**

**January 2017 Meeting held via phone due to inclement weather**

***Monthly Board Meeting***  
***September 8, 2016***  
***12:00 PM***

**Present: Sadie Badon, Virginia Dawson-Taylor, Pecolia Bostic, Shirley Washington, Charlie Reed, & Sondra Cochran**

**Excused: Sandra Morgan & Betty Campbell**

**Meeting called to order at 12:15 PM**

**Minutes from the last meeting - Mrs. Badon made a motion to accept the minutes with any necessary corrections. The motion was seconded by Ms. Washington; the vote was 5/0 and passed.**

**Financial Report - Questions asked/answered. Motion made by Mrs. Bostic, seconded by Mr. Reed and passed. 5/0**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Journal/Conference**
- **Audit and Commitment Letter - Scarano**
- **Project Update - Cesana & Troy**
- **Rental Report**
- **2016 Scholarships**

**Mrs. Washington made a motion to accept the Executive's Report; it was seconded by Mrs. Dawson-Taylor. The vote was 5/0 and passed.**

**Old Business: Fundraising - Bus trip report given by Mrs. Badon & Ms. Cochran. The members discussed member recruitment and a possible gala for Nov. 2017. Mr. Reed made a motion to accept Old Business. It was seconded by Mrs. Bostic; the vote was 5/0 and passed.**

**New Business: Location for the holiday party? Mrs. Bostic made a motion to accept Old Business. It was seconded by Mr. Reed; the vote was 5/0 and passed.**

**The meeting was adjourned at 1:15 as per the Chairperson. The next meeting will be in November as scheduled.**

**Respectfully submitted by,**

*Virginia Dawson-Taylor*

**Secretary**

***Monthly Board Meeting  
October13, 2016  
12:00 PM***

***Cancelled due to scheduling conflicts***

***Monthly Board Meeting***

***November 10, 2016***

***12:00 PM***

**Present: Sadie Badon, Betty Campbell, Shirley Washington, Virginia Dawson-Taylor, Sandra Morgan, Charlie Reed & Sondra Cochran**

**Excused: Pecolia Bostic**

**Meeting called to order at 12:15 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - Questions asked/answered. Motion made by Mr. Reed, seconded by Mrs. Badon and passed. 6/0**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Funding concerns after election results as per HCR**
- **ABO**
- **Project Update**
- **Rental Report**
- **Audit 2016**

**Mrs. Campbell made a motion to accept the Executive's Report; it was seconded by Mrs. Dawson-Taylor. The vote was 6/0 and passed.**

**Old Business: Location and final planning for holiday party. Mrs. Morgan made a motion to accept Old Business. It was seconded by Mrs. Washington; the vote was 6/0 and passed.**

**New Business: Sondra's external drive issues. Need permission to review options for document storage. Mrs. Washington made a motion to accept Old Business. It was seconded by Mrs. Campbell; the vote was 6/0 and passed.**

**The meeting was adjourned at 1:25 as per the Chairperson. The next meeting will be in December as scheduled.**

**Respectfully submitted by,**

***Virginia Dawson-Taylor***

**Secretary**

***Monthly Board Meeting  
December 16, 2016  
2:00 PM***

**Holiday Party 2016**

**Present: Sadie Badon, Charlie Reed, Betty Campbell, Virginia Dawson-Taylor, Shirley Washington, Sandra Morgan, Sarah Kelly, Bridget Stokes, Danielle Jorge & Sondra Cochran**

**Excused: Pecolia Bostic**

**Annual Meeting: Called to order at 2:20 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - Tabled**

**Executive Director's Report - Tabled**

- **Project Update**
- **Elections will be held at the January 2017 meeting.**

**Mrs. Badon made a motion to accept the Executive's Report; it was seconded by Mrs. Dawson-Taylor. The vote was 6/0 and passed.**

**The meeting was adjourned at 2:30 as per the Chairperson. The next meeting will be in January as scheduled.**

**Respectfully submitted by,**

*Virginia Dawson-Taylor*

**Secretary**

***Monthly Board Meeting  
January 12, 2017  
12:00 PM***

**Phone meeting:**

**Present: Sadie Badon, Pecolia Bostic, Betty Campbell, Virginia Dawson-Taylor, Shirley Washington, Sandra Morgan & Sondra Cochran**

**Excused: Charlie Reed**

- **Elections for 2017 - Slate unchanged**

**2017 Slate**

**Chairperson - Sadie Badon**

**Vice Chairperson - Charlie Reed**

**Secretary - Virginia Dawson-Taylor**

**Treasurer - Betty Campbell**

**Recording Secretary - Shirley Washington**

**Mrs. Washington made a motion to accept the 2017 Slate of Officers; it was seconded by Mrs. Campbell. The vote was 6/0 and passed.**

**The meeting was adjourned at 12:16 as per the Chairperson. The next meeting will be in February as scheduled.**

**Respectfully submitted by,**

***Virginia Dawson-Taylor***

**Secretary**

***Monthly Board Meeting***  
***February 2, 2017***  
***12:00 PM***

**Present: Sadie Badon, Virginia Dawson-Taylor, Pecolia Bostic, Shirley Washington, Sandra Morgan & Sondra Cochran**

**Excused: Charlie Reed & Betty Campbell**

**Meeting called to order at 12:15 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - Questions asked/answered. Motion made by Mrs. Bostic, seconded by Mrs. Dawson-Taylor and passed. 5/0**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Funding**
- **Project Update - Cesana, Troy, Atlantic & Brooklyn**
- **Rental Report**

**Mrs. Washington made a motion to accept the Executive's Report; it was seconded by Mrs. Dawson-Taylor. The vote was 5/0 and passed.**

**Old Business: Fundraising books given out to members. The members reviewed HCR fundraising policy. There may not be a gala in November. Mrs. Morgan made a motion to accept Old Business. It was seconded by Mrs. Washington; the vote was 5/0 and passed.**

**New Business: The Farmers' Market will possibly relocate to 40 Station Drive for the 2017 season. The market will run from July 8, 2017 until Oct. 7, 2017 (or a week less depending on funding). Mrs. Dawson-Taylor made a motion to accept Old Business. It was seconded by Mrs. Badon; the vote was 5/0 and passed.**

**The meeting was adjourned at 1:04 as per the Chairperson. The next meeting will be in March as scheduled.**

**Respectfully submitted by,**

***Virginia Dawson-Taylor***

**Secretary**

***Monthly Board Meeting***

***March 9, 2017***

***12:00 PM***

**Present: Sadie Badon, Sandra Morgan, Virginia Dawson-Taylor, Betty Campbell, Charlie Reed, Shirley Washington, & Sondra Cochran**

**Excused: Pecolia Bostic**

**Meeting called to order at 12:08 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - Tabled**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Funding**
- **Project Update - Cesana, Troy, Atlantic & Brooklyn**
- **Rental Report**

**Mrs. Campbell made a motion to accept the Executive's Report; it was seconded by Mrs. Washington. The vote was 6/0 and passed.**

**Old Business: Possible fundraising trips:**

- **Harriett Tubman**
- **Heritage Delaware**
- **Spirit of NY Cruise**

**The fundraising bus trip for the James Wallace annual scholarship will be on 6/17/17.**

**Mrs. Badon made a motion to accept Old Business. It was seconded by Mr. Reed; the vote was 6/0 and passed.**

**New Business: The monthly board meetings need to be changed temporarily to the 2nd FRIDAY of each month. Mrs. Dawson-Taylor made a motion to change the meetings until further notice; seconded by Mrs. Badon, the vote was 6/0 and passed. Mr. Reed made a motion to accept Old Business. It was seconded by Mrs. Campbell; the vote was 6/0 and passed.**

**The meeting was adjourned at 1:16 as per the Chairperson. The next meeting will be on Friday, April 14, 2017.**

**Respectfully submitted by,**

*Virginia Dawson-Taylor*

**Secretary**



***Monthly Board Meeting***  
***April 14, 2017***  
***12:00 PM***

**Present: Sandra Morgan, Virginia Dawson-Taylor, Pecolia Bostic, Charlie Reed, Sadie Badon, Shirley Washington, Betty Campbell & Sondra Cochran**

**Meeting called to order at 12:12 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - Tabled**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Funding**
- **Project Update**
- **Rental Report**
- **Grant Documents**
- **ABO Documents**

**Mr. Reed made a motion to accept the Executive's Report; it was seconded by Mrs. Bostic. The vote was 7/0 and passed.**

**Old Business: Scholarship fundraising trip will be \$55 per ticket. Mrs. Washington made a motion to accept Old Business. It was seconded by Mrs. Washington; the vote was 7/0 and passed.**

**New Business: None**

**The meeting was adjourned at 1:04 as per the Chairperson. The next meeting will be in May as scheduled.**

**Respectfully submitted by,**

***Virginia Dawson-Taylor***

**Secretary**

***Monthly Board Meeting***  
***May 12, 2017***  
***12:00 PM***

**Present: Sadie Badon, Virginia Dawson-Taylor, Betty Campbell, Charlie Reed, Shirley Washington, Pecolia Bostic & Sondra Cochran**

**Excused: Sandra Morgan**

**Meeting called to order at 12:13 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - Account balances were reviewed for all WCDC accounts. Questions were asked and answered. Mr. Reed made a motion to accept the Financial Report; it was seconded by Mrs. Campbell. The vote was 6/0 and passed.**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Funding**
- **Project Update**
- **New Projects for 2018**
- **Rental Report**
- **SRDI Grant**

**Mrs. Washington made a motion to accept the Executive's Report; it was seconded by Mrs. Dawson Taylor. The vote was 6/0 and passed.**

**Old Business: Collected for fundraising trip. Finalize details for the trip. Mr. Reed made a motion to accept Old Business. It was seconded by Mrs. Campbell; the vote was 6/0 and passed.**

**New Business: None**

**The meeting was adjourned at 1:14 as per the Chairperson. The next meeting will be in June as scheduled.**

**Respectfully submitted by,**

*Virginia Dawson-Taylor*

**Secretary**

***Monthly Board Meeting***

***June 9, 2017***

***12:00 PM***

**Present: Pecolia Bostic, Virginia Dawson-Taylor, Shirley Washington, Betty Campbell, Sadie Badon & Sondra Cochran**

**Excused: Charlie Reed**

**Absent: Sandra Morgan**

**Meeting called to order at 12:10 PM**

**Minutes from the last meeting - Tabled**

**Financial Report - The financial report was given by Ms. Cochran. Questions were asked and answered. Mrs. Bostic made a motion to accept the Financial Report; it was seconded by Mrs. Campbell. The vote was 5/0 and passed.**

**Executive Director's Report - Ms. Cochran provided the following:**

- **HCR/NPC - Funding**
- **Projects - update**
- **New Projects for 2018 - update**
- **SRDI Grant - update**
- **Rental Report - update**

**Mrs. Washington made a motion to accept the Executive's Report; it was seconded by Mrs. Dawson Taylor. The vote was 5/0 and passed.**

**Old Business: Fundraising responsibilities were discussed. Mrs. Campbell made a motion to accept Old Business. It was seconded by Mrs. Badon; the vote was 5/0 and passed.**

**New Business: Evaluation for the Executive Director. Mrs. Badon made a motion to accept Old Business. It was seconded by Mrs. Bostic; the vote was 5/0 and passed.**

**The meeting was adjourned at 1:13 as per the Chairperson. The next meeting will be in September as scheduled.**

**Respectfully submitted by,**

***Virginia Dawson-Taylor***

**Secretary**