

Centreville Civic Association

May 11, 2023 @ 7pm

Board Meeting Minutes

Present: Bayard Williams ("B. Williams"), President; Gaylan Crumley ("G. Crumley"), Vice President; Gene Truono ("G. Truono"); Peter Dietz ("P. Dietz"); John Bilek; Abby Fisher ("A. Fisher") (by phone); Tiffany Shrenk ("T. Shrenk"), Secretary (by phone)

Not present: Carrie Wedo (C. Wedo), Treasurer

1. Call to Order by B. Williams @ 7:09 p.m.
2. Review and Approval of Minutes: Minutes from the February 9, 2023 Board Meeting were reviewed. A motion to approve said minutes was made. (1st: G. Crumley; 2nd G. Bilek; motion passed)
3. B. Williams presented the Treasurer's Report. Positive cash flow and report of balances in the two accounts totaling \$5,732.83. Dues collected to date total \$12,937.33 with additional donations for Friends of Canby Grove Park (\$1,349.47); Streetscapes (\$790), Donations (\$2,800.00), and 1 Grant (\$1,000). Total collected for this fiscal year \$18,876.80. Dues are ahead of what was collected last year. Expected to hit a balanced budget targets for this year. Expenses budgeted to be \$23,000. Motion to approve Treasurer's Report (1st: G. Truono, 2nd J. Bilek; motion passed)
4. Committee Updates:
 - a. Communications: T. Shrenk updated regarding website updates and social media posts. Website and social updated with information for upcoming Summer Concert Series. Discussion regarding need to update the website from its outdated format. P. Dietz presented a Website Proposal from QuBella. The proposal is for a three phase plan to provide the following deliverables: mobile responsive website, SEO strategy & implementation, brand visibility, website analytics, full website access, and support. Cost of the proposal is not currently within the budget. Discussion to move forward with proposal if additional funds can be secured to cover the expense. Discussion regarding incentive for local businesses to contribute toward cost. Questions posed regarding ability to update website and whether Board would be able to update website as needed after improvements made and what level of support will be provided by vendor. Quote provided by vendor is good for 1 year. Motion made to approve moving forward with proposal provided by QuBella subject to funding made. (1st G. Truono, 2nd, J. Bilek, motion passed).
 - b. Highways and Byways: No updates.
 - c. Membership: G. Crumley and G. Truono updated regarding membership. Plan to have draft annual dues letter ready for review for next Board meeting in September. P. Dietz reported regarding receipt of residential dues from individual not on the mailing list. Discussion occurred regarding dues amount and whether further increases were warranted. Discussion regarding dues amount tabled with plan to further discuss at next Board meeting.
 - d. Merchant Relations: T. Shrenk reported regarding schedule for upcoming summer concert series and outreach for sponsorships.

- e. Landscaping/Gateways & Bulbouts: G. Crumley updated regarding landscaping with current vendor First View. Mowing of park to continue on bi-weekly basis. Weeding is scheduled for bi-weekly as well. Discussion regarding organic solution for weeds to be used.
 - f. Park Maintenance: G. Crumley updated regarding park updates. Picnic tables at the park to be painted and also to be moved to different locations in park.
5. New Business:
- a. C. Wedo has moved out of Centreville and has submitted resignation from the Board leaving the Treasurer's position open. G. Truono nominated P. Dietz to fill the Treasurer's role. Current slate of officers: B. Williams as President, G. Crumley as Vice President, and T. Shrenk as Secretary. G. Truono moved to keep the current slate of officers and appoint P. Dietz as Treasurer filling the vacant position left open by C. Wedo's resignation. G. Truono 1st, G. Crumley, 2nd, motion passed.
 - b. Discussion regarding safety improvements and recommendation of DelDOT to reduce speed in village from 35 mph to 25 mph. If plan agreed to, would take 6 months to 1 year to implement. Board discussed approval of DelDOT's recommendation and plan to inform residents/businesses in Centreville of plan and obtain feedback. Plan discussed to proceed with electronic mail notification to CCA members and notice to be posted in Canby Grove Park. Notice to state: "In an effort to improve safety throughout the Centreville Village, the Board is recommending to reduce the speed limit to 25 mph." Notice also to be posted on CCA website. Notice to provide date for members to provide objections.
 - c. Proposal of WSFS for new Bryn Mawr Trust sign. Board reviewed proposal for sign. The design meets the overlay requirements for signage in Centreville. Sign to be front lit. Lighting plans also meet overlay requirements. Motion to approve proposal of WSFS for Bryn Mawr Trust sign made. (1st P. Dietz; 2nd G. Truono; motion passed).
 - d. Discussion regarding potential needs for security at upcoming concerts to assist with traffic and pedestrians crossing Rt 52. Concert attendance has been growing and average attendance last year was 45-65 people, and Holiday Stroll was very well attended. Recent event at Sotheby's had a state trooper assisting with traffic. T. Shrenk to look into costs and consider depending upon amount of sponsorship funds received for concerts.
6. The meeting was adjourned @ 8:08 pm. (1st P. Dietz; 2nd G. Crumley; motion passed). Next meeting: Thursday, September 14th at 7:00 p.m.