

## Washington Square West Civic Association

### Regular Meeting of the Board of Directors

January 11,

2022

A regular meeting of the Board of Directors (the “Board”) of the Washington Square West Civic Association (the “Corporation”, “Association” or “WWCA”) was held via *Zoom* at 7:00pm Eastern Time on January 11, 2022, pursuant to notice duly provided to the membership and each of the Directors. The following Directors were present:

Katie Low	Sukrit Goswami	Leigh Ann Campbell
Tami Sortman, <i>President</i>	Richard Le	Deb Sweeney
Robert Sher	Patrick Coue	Jonathan Broh
Marisa Shaaban, <i>Vice President</i>	Drew Moyer, <i>Secretary</i>	Joseph Pappalardo, <i>Treasurer</i>

Mr. Kuklick did not attend. Ms. Sortman called the meeting to order, and Mr. Moyer recorded the minutes. Ms. Sortman welcomed the new board members, expressed the Board’s appreciation for members in attendance and her excitement for opportunities in the year ahead.

Ms. Sortman reported that 2021 was a difficult year for the WWCA and the community as it related to the continuing impact of Covid-19. She expressed appreciation for the service of past board members and thanked Neal Pratt, outgoing President, for his time and dedication in the role. She outlined Board goals for the year including strengthening and expanding membership through engagement with community organizations, corporations, small businesses, and residents. She noted that the diversity of the community should be represented in the membership. Additional goals include historical preservation, greening, graffiti removal and safety.

Mr. Moyer reported that the minutes from the meeting held on December 14, 2021, were circulated in draft form to the Board in advance of the meeting. Upon motion duly made and approved, these minutes were approved as written. It was noted that approved minutes would be posted on the

Association's website. Mr. Moyer also reported that a summary of expectations for Directors would be drafted for review and approval by the Board. This way, Board members and future nominees will have clarity on the required time commitment and other elements of effective service for the Association.

Mr. Pappalardo delivered the Treasurer's report. He reported that a full annual budget was under development for Board approval and would be shared with the membership at the February meeting. The budget will focus on the financial impact of increased membership and other goals of the Association in 2022. He explained the intention to outsource bookkeeping and accounting functions so that the Board can focus on membership and other strategic goals. The cost of outsourcing will be reflected in the budget. In response to questions from the membership, the Board committed to provide monthly reporting of financial results against the budget in the future.

Ms. Campbell provided the Membership Committee report covering topics such as the annual campaign, member communications, social media, and website maintenance. She welcomed the participation of member volunteers to help grow the Association's presence in the community and shared the Board's goal to ensure continuing relevance of the Association to the community.

Mr. Shaaban reported that Mr. Kuklick was traveling and unable to attend the meeting. She read a statement from Mr. Kuklick on behalf of the Government Affairs Committee and the Historic Preservation Subcommittee. The statement referred to community engagement partners including Jefferson University Hospital, small businesses, the Cross-Town Coalition, state and local government representatives and others. Mr. Kuklick welcomed interested parties to join the efforts of his committee. The Cross-Town Coalition was described, and it was noted that Ms. Shaaban serves as Vice President on the Executive Committee of the Coalition.

The process for granting liquor licenses in the community was explained by Mr. Broh, including the audit of such applications by the state senator's office. Conditional License Agreements may include items such as the number of seats and service hours.

An overview of the Greening Committee was provided by Ms. Sweeney. She discussed community gardens, the Tree Tenders program, street cleaning and Annual Clean-up Day. The process for applications and the rules for each of three community gardens are posted on the Association's website.

Letters are generally sent in February to survey current plot tenders and identify opportunities for new tenders. There are approximately 32 people on the waitlist, and it takes about 3 years on average for a plot to become available.

A member inquired about the Association's relationship with the Pennsylvania Horticultural Society ("PHS"). The Association leases gardens from the city and oversight of the gardens falls under the City's Department of Parks and Recreation. Other RCOs have different arrangements for gardens in other communities. PHS also has a City Harvest Program which provides seedlings to community gardens. PHS provides certain garden materials through this program. All funds to and from the gardens are kept in separate accounts and are not commingled with general funds of the Association.

Richard Le introduced himself as coordinator for public safety and as police liaison. Monthly advisory meetings for the Association's Police Service Area ("PSA") were described as well as Town Watch Integrated Services ("TWIS") which provides training for interested residents. Mr. Moyer reported on the PSA meeting held earlier in the evening. Recognition was given to the Graffiti Abatement Team ("GAT") for its responsiveness. It was also suggested that graffiti may be reported via the 311 system. Members commented that graffiti tends to foster greater crime and distracts from community aesthetics. Members and the Board agreed that graffiti removal should remain as a priority for the Association and provided with appropriate funding in the budget.

Mr. Broh reported for the Zoning Committee. He summarized the responsibilities of the Zoning Committee and explained the Civic Design Review process. Additional topics included the need to expand the Committee to provide for future Board turnover. Mr. Broh asked members with interest in joining the Committee to reach out to him. Succession planning considerations were discussed while noting that stability of the Zoning Committee assists the Association and applicants in providing consistent expectations and decisions on zoning matters.

Mr. Broh discussed incentives and a remapping process of Washington Square West which was started a few years ago. The text, images and links on the Association's website will be updated for reference by members, applicants, and their representatives.

A proposed restaurant at 1308 Chestnut St. was announced, noting that the Zoning Committee will conduct a hearing on this project and that Mr. Broh would be excused from the discussion because of his affiliation with the architectural firm involved in the project. Mr. Shaaban will be the point person for review of this project.

Event space known as *The Parlor* located at 744 Lombard Street was discussed. Members expressed concern about the space and alleged that certain uses may be inappropriate or potentially illegal. There was discussion about construction of the space and ways in which the Association and members could report activities of concern.

Ms. Low introduced herself and areas of interest including communication and engagement. Mr. Goswami, Mr. Coue, and Mr. Sher introduced themselves and expressed their interest in working with the Board and members on priorities in the year ahead. Members were asked to provide email addresses to receive notices and newsletters from the Association.

Members of the community were provided with the opportunity to ask questions and make comments. Various topics were discussed.

There being no further business, the meeting of the Board was duly adjourned at 7:43 pm.

Respectively submitted,

Drew A. Moyer  
Secretary