

RECORD OF PROCEEDINGS

Held

July 16, 2020

20

1 Jessica Vargo convened the virtual meeting for the Copley Community Improvement
2 Corporation at 6:02 p.m. Present were Sylvia Chinn-Levy, John Duncan, Kevin Fallon,
3 Trustee Bruce Koellner, Janice Marshall, Steve Panzer, Nancy Roesner (left the meeting
4 early due to audio problems), Joe Saporito, Lynn Slaby and Jessica Vargo. Also present
5 Loudan Klein, Executive Director, Copley Community Improvement Corporation
6 (CIC).

7
8 **REVIEW OF AGENDA**

9
10 **Ms. Vargo asked for a motion. Mr. Panzer made a motion to approve the July 16,**
11 **2020 agenda. Mr. Koellner second. Ms. Vargo asked for a vote. The motion**
12 **carried.**

13

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X		X	X		
Marshall, Janice	X			X		
Panzer, Steve	X	X		X		
Roesner, Nancy	X					
Saporito, Joe	X			X		
Slaby, Lynn	X			X		
Vargo, Jessica	X			X		

14
15 **REVIEW OF MINUTES**

16
17 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to approve the June 25,**
18 **2020 meeting minutes with one address edit. Mr. Duncan second. Ms. Vargo**
19 **asked for a vote. The motion carried.**

20

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X		X	X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X			X		
Marshall, Janice	X			X		
Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X			X		
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

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22
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Held _____

July 16, 2020

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1 NEW BUSINESS-

2 Ms. Vargo asked for a motion. Mr. Fallon made a motion to go into executive
3 session to discuss real estate matters at 6:40 pm. Mr. Slaby-second. Ms. Vargo
4 asked for a vote. The motion carried.

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X	X		X		
Klein, Loudan	X					
Koellner, Bruce	X			X		
Marshall, Janice	X			X		
Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X			X		
Slaby, Lynn	X		X	X		
Vargo, Jessica	X			X		

5 Ms. Vargo asked for a motion. Mr. Slaby made a motion to go back into public
6 session at 7:01 pm. Mr. Fallon second. Ms. Vargo asked for a vote. The motion
7 carried.

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X		X	X		
Klein, Loudan	X					
Koellner, Bruce	X			X		
Marshall, Janice	X			X		
Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X			X		
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

8 OLD BUSINESS

9 Maintenance of CIC owned property – Mr. Klein will follow up on a recommended
10 contact for repairs and emergencies.

11 TREASURER’S REPORT - Janice Marshall

12 Ms. Marshall reported the cash balance of \$306,161.39. The CIC paid for a new logo,
13 stationery and cards since last meeting. A public audit was held yesterday. Ms.
14 Marshall was told that the CIC needs to have a public records policy in place. A draft
15 of said policy will be available for approval next meeting. The auditor also commented
16 that the year-end financials were turned in a week late. The accounting firm is now
17 aware of this process and will be timely in the future.

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1 **PRESIDENT'S REPORT - Jessica Vargo**

2 **Ms. Vargo noted that with the resignation of Susan Bishop as a CIC member and**
3 **secretary, this position needs to be filled.**

4 **Ms. Vargo asked for a motion. Mr. Koellner made a motion to elect Ms. Chinn-**
5 **Levy as the new secretary. Mr. Saporito seconded. Ms. Vargo asked for a vote.**
6 **The motion carried.**

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X	X		X		
Marshall, Janice	X			X		
Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X		X	X		
Slaby, Lynn	X			X		
Vargo, Jessica	X			X		

7 The open Board position was also discussed. The CIC has received two resumes, and a
8 third person has expressed interest. The CIC will continue looking for interested parties
9 between now and the next meeting. Mr. Klein will reach out to see if the interested
10 parties have any questions about the Board. Selections will be narrowed down to 3 or
11 4, and the Board will invite them to attend the next meeting to get a better feel for what
12 the Board does. Mr. Slaby suggested keeping in mind those who aren't selected as
13 possible replacements for people stepping off the board in 2021.

14 **EXECUTIVE DIRECTOR'S REPORT**

15 12-month lease extension at 1475 S. Cleveland-Massillon Road – Mr. Klein noted that
16 the current tenants' lease expires on August 1, 2020 and becomes a month-to-month
17 lease after that. The tenants have asked for a year lease. Ms. Marshall confirmed the
18 current monthly rent of \$900/month.

19 **Ms. Vargo asked for a motion. Mr. Koellner made a motion to exercise the CIC's**
20 **option to inspect the property prior to granting tenants a one-year lease. Ms.**
21 **Marshall seconded. Ms. Vargo asked for a vote. The motion carried.**

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X	X		X		
Marshall, Janice	X		X	X		
Panzer, Steve	X			X		
Roesner, Nancy	X					

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Saporito, Joe	X			X		
Slaby, Lynn	X			X		
Vargo, Jessica	X			X		

- 1 Resolution to approve payment of exterior maintenance to Landscape Design
- 2 Associates Inc. (Kenneth Kushmider) for work completed at 1463 S. Cleveland-
- 3 Massillon Road (Sassy Sunflower) from 6/26/19-10/9/19.
- 4 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to spend up to \$2,080.00**
- 5 **for exterior maintenance services at this property. Mr. Koellner seconded. Ms.**
- 6 **Vargo asked for a vote. The motion carried.**

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X		X	X		
Marshall, Janice	X			X		
Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X			X		
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

- 7 CIC Grant Program Update and Discussion – Mr. Klein stated that Brighten Brewery
- 8 Group has indicated interest in applying for a grant. The CIC discussed whether the
- 9 grant could be used to reimburse completed projects or if the grant should be used to
- 10 enable projects to move forward that would not otherwise happen. Mr. Klein will send
- 11 the CIC grant program information.
- 12 Copley Square Commercial & Residential Market Analysis and Supplemental Study
- 13 Area – Mr. Klein stated that earlier in the year, proposals were received from
- 14 Environmental Design Group - \$18,835 Total (Copley Square \$13,860, Supplemental
- 15 Study Area \$4,975) InSite Advisory Group - \$74,400 Total (Copley Square \$59,800,
- 16 Supplemental Study Area \$15,500), and Urban Decision Group - \$28,000 Total (Copley
- 17 Square \$24,000, Supplemental Study \$4,000). The CIC indicated interest in a market
- 18 analysis, but possibly waiting until the times are more stable.
- 19 **Ms. Vargo asked for a motion. Mr. Koellner made a motion to table this item until**
- 20 **after a discussion with the Township Trustees. Mr. Slaby seconded. Ms. Vargo**
- 21 **asked for a vote. The motion carried.**

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X	X		X		
Marshall, Janice	X			X		

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BEAR GRAPHICS 800-325-8034 FORM NO. 10148

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20____

Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X			X		
Slaby, Lynn	X		X	X		
Vargo, Jessica	X			X		

- 1 With no further business to come before the Board, the meeting was adjourned at 7:17
- 2 pm.
- 3 Ms. Vargo asked for a motion. Mr. Slaby made a motion to adjourn the meeting.
- 4 Mr. Saporito second. Ms. Vargo called for the vote. Motion carried.

Board Member	Present	Motion	Second	Yea	Nay	Abstain
Chinn-Levy, Sylvia	X			X		
Duncan, John	X			X		
Fallon, Kevin	X			X		
Klein, Loudan	X					
Koellner, Bruce	X			X		
Marshall, Janice	X			X		
Panzer, Steve	X			X		
Roesner, Nancy	X					
Saporito, Joe	X		X	X		
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

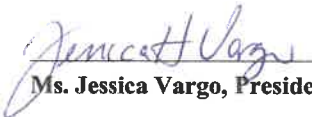
- 5
- 6 Ms. Vargo stated that the next regular meeting would be held on August 20,
- 7 2020.

8

9 Approved By:

Submitted By:

10

11 
12 Ms. Jessica Vargo, President

Ms. Sylvia Chinn-Levy, Secretary

13