

RECORD OF PROCEEDINGS

Held

October 15, 2020

20

1 Jessica Vargo convened the virtual meeting for the Copley Community Improvement
2 Corporation at 6:00 p.m. Present were Sylvia Chinn-Levy, John Duncan, Kevin Fallon,
3 Janice Marshall, Nancy Roesner, Lynn Slaby and Jessica Vargo. Also present Loudan
4 Klein, Executive Director, Copley Community Improvement Corporation (CIC).

5
6 **REVIEW OF AGENDA**

7
8 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to approve the October**
9 **15, 2020 agenda. Mr. Fallon second. Ms. Vargo asked for a vote. The motion**
10 **carried.**

11

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

12
13 **SECRETARY'S REPORT – Sylvia Chinn-Levy**

14
15 **Ms. Vargo asked for a motion. Ms. Marshall made a motion to approve the**
16 **September 17, 2020 meeting minutes. Mr. Slaby second. Ms. Vargo asked for a**
17 **vote. The motion carried.**

18

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

19
20 **TREASURER'S REPORT - Janice Marshall**

21 Monthly Report – Ms. Marshall noted expenses for legal services, meeting notice,
22 property taxes, and CIC small business grant awards, leaving a balance of \$262,644.40.

Held

October 15, 2020

20

- 1 **Resolution to adopt a Public Records Policy** -- Ms. Marshall described the draft public
 2 records policy, including how to handle requests and redactions of private information
 3 to be made by an attorney. Discussion of the draft policy also took place at the
 4 September 2020 meeting.
- 5 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to approve the resolution**
 6 **to adopt the Public Records Policy as described. Mr. Duncan seconded. Ms. Vargo**
 7 **asked for a vote. The motion carried.**

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

- 8
 9 **PRESIDENT'S REPORT - Jessica Vargo**

10 Board member vacancy – Mr. Klein described recommendations for the Board vacancy
 11 and the receipt of a resume by an additional applicant. The Board discussed the CIC's
 12 required composition and terms ending on December 31, 2020 (with the possibility for
 13 renewal). Felicia Lewis was recommended for the vacancy

- 14 **Ms. Vargo asked for a motion. Mr. Fallon made a motion to approve Felicia Lewis**
 15 **as a new CIC Board member. Ms. Chinn-Levy seconded. Ms. Vargo asked for a**
 16 **vote. The motion carried.**

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

- 17
 18 **EXECUTIVE DIRECTOR'S REPORT**

Held October 15, 2020 20

- 1 **Kibler Road** – Mr. Klein described three parcels currently owned by the township on
 2 the eastern portion of Jacoby Road. The Board of Trustees approved the no-cost
 3 property transfer to the CIC on September 28, 2020.
- 4 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to approve a resolution**
 5 **to accept these three parcels from Copley Township. Ms. Roesner 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						
Marshall, Janice	X			X		
Panzer, Steve						
Roesner, Nancy	X		X	X		
Saporito, Joe						
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

- 7 **Coon Property Acquisition** – Mr. Klein said that the CIC closed on the property on
 8 October 7, 2020. Closing costs in the amount of \$1,200 were paid, and the CIC agreed
 9 that the structure would likely be razed due to its poor condition. Mr. Klein is working
 10 with the Antique Mall to remove items stored in the house. He mentioned that a monthly
 11 parking lease has been executed with NAPA Auto Parts. Mr. Klein will also follow up
 12 with NAPA about obtaining insurance.

- 13 **1475 S. Cleveland-Massillon repair updates (Sassy Sunflower)** – Mr. Klein
 14 mentioned the electrical repairs made, billing clarification for gas, and the tenant’s
 15 request for sign illumination. Mr. Klein has sent the tenant an application for a CIC
 16 grant.

17 **OLD BUSINESS**

- 18 **CIC document posting** – Mr. Klein described options for accessing meeting materials.
 19 For now, the CIC will access materials via the township’s Civic Plus. Mr. Klein will
 20 send the board information on signing up for Civic Plus. Sensitive meeting items will
 21 continue to be send via e-mail.

- 22 **Sub-Committee Opportunities** – Mr. Klein mentioned that there have been discussions
 23 about and suggestions made for communication between Building Committee members.
 24 Mr. Klein will send out a list of current sub-committees and members.

25 **NEW BUSINESS**

- 26 **Discussion of in-person meetings** – Mr. Klein summarized the experience of the
 27 township’s recent return to in-person meetings (Board of Trustees, Board of Zoning
 28 Appeals): the room capacity was not exceeded and the township checked
 29 temperatures/wiped down surfaces; and there were some technical difficulties. CIC
 30 members felt that having in-person or hybrid meetings would be doable; however, with
 31 technological upgrades coming and given the rising number of COVID cases, the group
 32 agreed to revisit this topic at our next meeting.

RECORD OF PROCEEDINGS
COPLEY COMMUNITY IMPROVEMENT CORPORATION Meeting

BEAR GRAPHICS 800.375.8094 FORM NO. 10148

Held October 15, 2020 20

1 EXECUTIVE SESSION

- 2 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to go into executive**
 3 **session to discuss the CIC grant program to small businesses at 6:49 p.m. Mr.**
 4 **Fallon 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	X		
Klein, Loudan	X					
Koellner, Bruce						
Marshall, Janice	X			X		
Panzer, Steve						
Roesner, Nancy	X			X		
Saporito, Joe						
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

- 5 **Ms. Vargo asked for a motion. Mr. Slaby made a motion to go to go back into**
 6 **public session at 7:25 p.m. Mr. Fallon seconded. Ms. Vargo asked for a vote. The**
 7 **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						
Marshall, Janice	X			X		
Panzer, Steve						
Roesner, Nancy	X			X		
Saporito, Joe						
Slaby, Lynn	X	X		X		
Vargo, Jessica	X			X		

8 OTHER BUSINESS – None.

9 With no further business to come before the Board, the meeting was adjourned at 7:26
 10 pm.

11 **Ms. Vargo stated that the next regular meeting would be held on November 19,**
 12 **2020, 6:00 PM (virtual or face-to-face depending on state guidelines at the time).**

13 Approved By:
 14 
 15
 16 **Ms. Jessica Vargo, President**

Submitted By:

Ms. Sylvia Chinn-Levy, Secretary