

THE CITY OF ASHEVILLE
NORTH CAROLINA

MOUNTAIN COMMUNITY CAPITAL FUND OPERATING COMMITTEE
FRIDAY MAY 3, 2019 AT 9 AM
ASHEVILLE CHAMBER OF COMMERCE – 1ST FLOOR CONFERENCE ROOM

CURRENT BOARD MEMBERS:

Timothy Love
Rachael Nygaard
Yaselin Gonzalez*
Jeff Kaplan

Sam Powers
Lynn Smith
Patrick Doran*
Robin Payne

Rosanna Mulcahy
Dee Williams
Jane Hatley*

Meeting Minutes:

Meeting called to order by Rosanna Mulcahy at 9:10 am

Committee Members Present: Timothy Love, Sam Powers, Robin Payne, Lamar Joyner, Dee Williams, Rosanna Mulcahy, Patrick Doran, Michael Frue, Rachel Nygaard, Yaselin Gonzalez, Jeff Kaplan, Lynn Smith, Janice Ashley, Patrick Fitzsimmons

- I. Committee Introduction: Welcome of legal representation of the City of Asheville and Buncombe County to cover ground rules for public meetings. It was determined that a quorum was present for voting if needed.
- II. Minutes:
Discussion:
 - a) Does the subcommittee represent the larger committee when voting on applicants? Yes, the subcommittee of 5, per the Membership Articles, are those with access to voting and outside members cannot be brought into to vote.
 - b) Can we lower the application threshold amount from \$50,000 to \$35,000? The Allocation of Services document supersedes the Committee Membership Articles and therefore this amount is not able to be changed.

Proposal: To accept May meeting minutes

Motion: Sam Powers

Second: Dee Williams

Vote: Unanimous: pass

- IV. Allocation of Services is guiding document while the Rules of Procedure are part of the Membership Articles. A list of considerations and suggestions will be brought to the next meeting for adjustments as needed. Rosanna will prepare this list and distribute to Members prior to the next meeting.
- V. Government Board Training (provided by Lamar) - Committee members were encouraged to review Board/Commission Orientation Booklet on Asheville City's

* Denotes non-voting member



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website. A representative from legal will return to the Committee Meeting in June.
Specific topics of consideration included -

Discussion:

- a) *Applicant Confidentiality* - Meetings are public, but there is Membership concern regarding keeping applicant information confidential; Patrick is reaching out to the Charlotte program to see how they handle confidentiality in public meetings.
- b) *Meeting Notice* – The Committee, via liaison Rosanna, will ensure adequate notice is provided to the public prior to both regular meetings (10 days) and special meetings (48 hours) via City website.
- c) *Location* - It was suggested to establish the Asheville Chamber as the permanent meeting location and change/update as needed.
- d) *Agendas* - City/County are moving to a more consistent format for Committee agendas to streamline efforts; this Committee will come to a consensus at the next meeting to a standard agenda format.
- e) *Communication* - within the Committee is subject to public view – email and text can be used only for delivering information and not for deliberating, having conversations, or voting. If someone calls into a meeting via phone, they are considered present at the meeting.
- f) *Public Comment* – Sam suggested allowing 3 minutes after the information is presented for public input/comments on existing items and the typical public comment section at the end would be considered for new items. The goal is to give individuals the opportunity to talk.

VI. Role Approval

Discussion:

For the role of Chair of Committee there were three candidates who self-nominated – Jeff Kaplan, Dee Williams, and Lynn Smith. The candidates shared the following information –

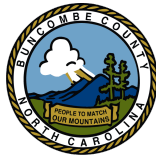
1. Why are you interested in being the Chair of this Committee?
 2. What is your experience?
 3. How do you envision success?

All members get 1 vote, the vote is taken by hand. Lynn received 4 votes, Jeff 2 votes, and Dee 1 vote.

Vote: Lynn Smith will serve as Chair

2. Robin Payne self-nominated and was voted in unanimously as the Secretary as there were no others running for this position.

Vote: Robin Payne will serve as Secretary



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3. It was agreed to amend the Rules of Procedure to add the role of Vice Chair.

Motion: Jeff Kaplan

Second: Rosanna Mulcahy

Vote: Unanimous: pass

VII. Considerations for Discussion at Next Meeting – Rosanna to provide complete listing as additional items may be sent to her for consideration after this meeting.

Discussion:

1. Review Allocation of Services guiding document to ensure it is not in conflict with Rules of Procedure for this Committee.
2. Quorum guidelines in Rules of Procedure are in conflict with the Allocation of Services.
3. Possible adoption of 3 minutes speaking time of public while current items (voting on applications) are being discussed.
4. Term limit of Committee Chair to be determined.
5. The fund is proposed to end in 2020; this needs to be updated/amended.
6. It was suggested to have Rosanna serve as the liaison to the Committee and have City of Asheville CFO serve as a voting member.

VIII. Public Comment:

Discussion: No public was present

IX. Adjourn: Meeting adjourned at 11:00 am