



**CAMDEN SPECIAL SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
ZOOM MEETING
MINUTES
APRIL 3rd, 2024 @ 5:30 pm**

I. Call to Order

The meeting was called to order at 5:32PM. In accordance with the requirements of the Open Public Meetings Act, adequate notice of this CSSD Board of Directors meeting was provided by legal notice in the Philadelphia Inquirer on April 1st, 2024 and in the Courier Post on April 1st, 2024. The notice specified the time of the meeting and instructions to find the zoom information and agenda posted on the CSSD website - www.mydowntowncamden.com.

II. Roll Call

Roll call was taken to confirm a quorum of seven (7) or more members. Present were eight (8) of thirteen (13) board members who together constituted a quorum.

Angelo Alberto	X
Joe Balzano	
Nick Cangelosi	X
Lisa Folks	X
Ray Lamboy	
Bernadette Szakal	X
Victoria Hosendorf	X
Lauren Slepian	
Sonia Rivera-Perez	X
Dr. Susan Stukes	
Jennifer Lehman	X
Courtney Dirks	X
Councilman Barclay	

Chairman Alberto and Mr. Echeverria welcome the newest board member, Councilman Arthur Barclay who was appointed to be the CSSD City of Camden Council representative at the March 12th, 2024 City Council meeting. Councilman Barclay was not in attendance.

Also attending the meeting were Nate Echeverria, CSSD Executive Director; Stacy Yulsman from Your Part Time Controller; and Evan Crook, Malamut and Associates (CSSD Solicitor).

III. Public Comment

An opportunity for public comment was opened for anyone on the Zoom meeting. There were no members from the public at the meeting.

IV. Approval of Minutes from the February 7th, 2024 Board Meeting

Minutes from this meeting were emailed in advance to all board members.

Motion to approve the minutes made by Mr. Cangelosi, seconded by Ms. Folks. Motion carried unanimously with eight (8) votes in favor.

No discussion.

V. Financial Report

Mr. Echeverria and Ms. Yulsman presented the financial statements through February 2024, emailed in advance to the board.

Ms. Folks asked a clarifying question about the Young Professional Happy Hours and how that showed up in the budget or in organizational planning. Mr. Echeverria explained this was a program of the CSSD. She also asked a question about the City of Camden budget adoption process. Mr. Echeverria explained he would discuss this further in the meeting.

Mr. Cangelosi and Mr. Alberto expressed strong support for the Young Professional programming and offered ways to get involved for other board members.

No further discussion.

VI. Board Orientation

The Board then moved to the 2024 Board Orientation as part of the Annual Meeting process. Mr. Echeverria led the orientation and covered the following topics:

1. Board Orientation Packet – Mr. Echeverria reviewed the packet and highlighted relevant sections about By-Laws, meeting schedules and Directors and Officer insurance.
2. Conflict of Interest Forms – Mr. Echeverria provided an overview of these forms and requested they be returned as soon as possible by all board members.
3. Whistleblower Policy – Mr. Echeverria reviewed this policy with the board.

Mr. Alberto thanked Mr. Echeverria for his work on the orientation and his leadership.

No further discussion.

VII. Resolutions

The Board then moved to resolutions. Starting with the first resolution.

a. Resolution to elect three (3) members and accept the appointment of Councilman Arthur Barclay to the Camden Special Services District Board of Directors.

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Ms. Hosendorf.

No further discussion.

The following members were put forward for reelection in the Group C Seat, expiring April 2027.

Bernadette Szakal, Subaru (nominated by Angelo Alberto)
Jennifer Lehman, Campbells (nominated by Nick Cangelosi)
Lauren Slepian, American Water (nominated by Bernadette Szakal)

Motion carried unanimously with eight (8) votes in favor. The slate was reelected and appointed. New board members in attendance were sworn-in.

b. Resolution to elect Board Officers.

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Ms. Szakal.

Mr. Echeverria provided an overview of the new board officers proposed.

Angelo Alberto, Chairman
Nick Cangelosi, Vice Chairman
Ray Lamboy, Secretary
Angelo Alberto, Treasurer

No further discussion.

Motion carried unanimously with eight (8) votes in favor. New officers were appointed.

c. Resolution to appoint Board Committees.

Mr. Alberto asked for a motion. Motion made by Mr. Cangelosi, seconded Ms. Hosendorf.

Mr. Echeverria provided an overview of the proposed committee changes and assignments in 2024. These included the following committees:

Executive

Governance: membership, board materials, program and staff

Angelo Alberto - Board Chair/Board Treasurer/Chair Executive Committee/Chair Finance and Audit Committee

Nick Cangelosi - Board Vice President/Chair Capital Committee

Ray Lamboy – Board Secretary

Arthur Barclay, Councilman

Nate Echeverria – non-voting

Finance/Audit Committee

Internal and operational issues related to finance, audit, and investments

Angelo Alberto– Chair

Lisa Folks

Nick Cangelosi

Arthur Barclay – Councilman

Capital

Capital acquisitions, leases, and facilities

Nick Cangelosi – Chair

Victoria Hosendorf

Joe Balzano

Courtney Dirks

External Affairs

Fundraising, placemaking, marketing, social media

Angelo Alberto – Chair

Dr. Susan Stukes

Ray Lamboy

Lauren Slepian

Board Nominating Committee

Assists with nominations to Board of Directors

Bernadette Szakal – Chair

Nick Cangelosi

Jennifer Lehman

Victoria Hosendorf

Downtown Design Advisory Committee

Assists with reviewing grant applications for the Downtown Improvement Grant program

Nate Echeverria – Chair (non-voting, staff)

Lisa Folks

Lauren Slepian
Courtney Dirks
Nick Cangelosi

No further discussion.

Motion carried unanimously with eight (8) votes in favor. New committee assignments were made.

- d. **Resolution to authorize staff to proceed with a Memo of Understanding with Camden Community Partnership for the Summer Placemaking Event Series (Connect the Lots) and future mural project with associated costs in an amount not to exceed \$50,000.**

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Mr. Cangelosi.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- e. **Resolution to authorize staff to proceed with a Memo of Understanding with the Institute for the Development of Education in the Arts (t/a IDEA Center for the Arts) for the Summer Placemaking Event Series with associated costs in an amount not to exceed \$20,000.**

Mr. Alberto asked for a motion. Motion made by Ms. Hosendorf, seconded by Mr. Cangelosi.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- f. **Resolution to authorize staff to proceed with a Memo of Understanding with Signatures 315 LLC for summer vending and activations at Roosevelt Plaza Park.**

Mr. Alberto asked for a motion. Motion made by Ms. Dirks, seconded by Ms. Hosendorf.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- g. **Resolution to authorize Year Two (2) of the previously awarded contract between the CSSD and Davicin Company, Inc. (t/a Elite Landscaping) for Landscaping Services..**

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Ms. Szakal.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- h. **Resolution to authorize Year Two (2) of the previously awarded contract between the CSSD and BrightView Landscapes LLC for Street Tree Services.**

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Ms. Szakal.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- i. **Resolution to authorize staff to proceed with the projects identified in Phase 1 Implementation of the plan “Placemaking on Market and Third in Downtown Camden”.**

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Mr. Cangelosi.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- j. **Resolution to authorize staff to proceed with a grant application to the NJ EDA Local Property Acquisition Program for the future acquisition of real property located in Downtown Camden, NJ.**

Mr. Alberto asked for a motion. Motion made by Ms. Folks, seconded by Mr. Cangelosi.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

- k. **Resolution to authorize staff to proceed with a Downtown Improvement Matching Grant Agreement with the Institute for the Development of Education in the Arts (t/a IDEA Center for the Arts) in the amount of \$4,400.**

Mr. Alberto asked for a motion. Motion made by Ms. Szakal, seconded by Mr. Cangelosi.

No further discussion.

Motion carried unanimously with eight (8) votes in favor.

VIII. New Business

Mr. Echeverria provided several organizational updates and there was board discussion.

Ms. Rivera-Perez made suggestions about marketing the organization and various programs. She suggested blog posts or related efforts. She specifically mentioned the Downtown Improvement Matching Grant program and how that could be better marketed.

Mr. Alberto had suggestions about cost controls for the Improvement Matching Grant program. He suggested we adjust the program to require multiple bids from applicants.

IX. Adjournment

Motion to adjourn made by Ms. Szakal and seconded by Mr. Cangelosi.

Motion carried with eight (8) votes in favor.

Meeting was adjourned at 6:37pm.