

Special Meeting Minutes

Monday November 1, 2021

Wallingford HubCap, 128 Center Street Wallingford, Ct 06492

I. Call to Order

Mike Glidden called the meeting to order at 5:11pm.

Present: Mike Glidden, Sam Sargent, Kate McNamee, Theresa Cipriani, Linda Adamo, Caitlin Houston and Executive Director: Liz Davis, Marge and Bill Comerford

Via Phone: Leah Massella

Absent: Carly Ryan, Bob Parisi, Joan Parisi, Karen Grana, Nikki Troccio and Alternate Steve Lazarus

Observers also in attendance: Marge Abbagnaro and Bill Comerford

a. Appointment of Alternates

II. Approval of Minutes

a. Meeting Minutes 10/05/2021

MOTION: Mike Glidden made a motion to approve the minutes with a change under New Business to add “will” secure. Theresa Cipriani seconded the motion. The motion passed (9-0).

III. Treasurer’s Report

MOTION: Mike Glidden made motion to table Treasure’s Report. Theresa Cipriani seconded the motion. The motion passed (9-0).

IV. Executive Director’s report

Liz Davis provided the Board with an update regarding upcoming goals. She added that Celebrate on Center was \$74.21 over budget. Consider other advertising options other than postcards for the Holiday Stroll. Mike Glidden added to possibly consider Record Journal and Wallingford Magazine for alternate advertising. Liz Davis said 350th relationship with WCI was positive and will continue to work together at future Holiday Stroll. Liz Davis will need help with holiday decorations. Hubcap is full with vendors for Holiday Stroll. Need volunteers for WCI table at Holiday Stroll. Linda Adamo offered to help. Hubcap will be hosting a pop-up craft fair Saturday Dec 4. Bricks are being installed. Merchants meeting is on Wednesday Nov 4. Theresa Cipriani, Caitlin Houston and Kate McNamee will be running meeting. Budget report will be ready for next month.

V. New Business

a. Approval of 2022 meeting calendar

MOTION: Mike Glidden made a motion to change start meeting time from 5:30 to 5:00 and added a regular meeting in July. Sam Sargent seconded the motion. The motion passed (9-0).

VI. Old Business

a. Holiday Stroll

Caitlin Houston has been working on Celebrate Wallingford binder which includes operation task list with information and details for event. Also included is monthly organization, bids, sponsors, prices, operations, merchants, crafters and forms. Caitlin is working on a binder for Holiday Stroll and a interactive google sheet.

VII. Report form Subcommittees

a. Downtown Collaborative

b. HubCap

c. Other Committees

Mike Glidden said WCI is on many boards and would like to go through each one and decide which is beneficial for WCI. This will help Liz Davis with more time for WCI. Liz Davis said she is in five active committees. She would also like to look into what is most beneficial for WCI.

VIII. Executive Session Pursuant to CGS-200 6a in order to discuss recommendations from Personnel Subcommittee 90-day review of executive director.

a. Discussion and possible action regarding 90-day review of executive director

MOTION: Mike Glidden made a motion to adjourn to Executive Session at 5:28. Sam Sargent seconded the motion. The motion passed (9-0).

Mike Glidden stated that no actions or votes were taken during the executive session.

IX. Adjournment

MOTION: Mike Glidden made a motion to adjourn the meeting. Sam Sargent seconded the motion. The motion passed (9-0). The meeting was adjourned at 5:42pm.