



MINUTES OF THE NEW LEBANON BUSINESS & ECONOMIC DEVELOPMENT (BEDC)
NONPROFIT SUBCOMMITTEE
HELD ON February 15, 2023 at Town Hall

Present:

Erminia Rasmussen (chair), Danielle Kuffel, Sharon Powers, Monte Wasch, Josh Young
Member of the Public: Tistrya Houghtling, Gregg Carroll

CALL TO ORDER:

The meeting was called to order at 10:06am by Erminia Rasmussen

MSC: To approve the minutes of the January 26, 2023 meeting was made by Monte Wasch and seconded by Gregg Carroll. Motion approved.

DISCUSSION

1. *Should the LVCC include other towns in the vicinity*

The consensus was that we just include New Lebanon for now, but it doesn't preclude other towns from making requests, nor does it prohibit members from other towns to become Trustees or Advisors in the future

2. *Short form vs Long form filing*

The short form requires that we do not anticipate raising more than \$50,000 a year for the first three years and is a fast approval while the Long form would allow us to bring in more than \$50,000 a year, but would take 6-12 months. Would we require a fiscal sponsor if we wanted to bring in more than \$50,000. After discussion, it was decided that we would file a Short form, and if we had the opportunity to bring in more than \$50,000 in a year, that we would take it and then file the Long form since the Short form does not restrict us from opportunities that may come our way.

3. *Official vote of Trustees and Officers*

MSC: To form the Lebanon Valley Community Corporation and approve the trustees as stated on the resolution prepared by Gregg Carroll was made by Monte Wasch and seconded by Danielle Kuffel. Motion approved.

MSC: To pass the remaining resolutions as stated on the resolutions prepared by Gregg Carroll was made by Monte Wasch and seconded by Gregg Carroll. Motion approved.

MSC: To approve the appointment of Josh Young and Tistrya Houghtling to the LVCC Advisory Board was made by Erminia Rasmussen and seconded by Monte Wasch. Motion approved.

4. *ARPA Funds*

The Town Board, last night, approved up to \$1000 to be reimbursed to the LVCC for startup costs.

5. *Achievable Projects*

At the last meeting, Erminia Rasmussen requested that all members come to this meeting with suggested projects we can work on – ones that may be easily achieved. On the list from the previous meeting, we had put down Affordable Housing and Daycare, but these are subjects that the Quality of Life Committee and BEDC are now covering. Those committees, however, can approach the LVCC for assistance with these projects sometime in the future and they will be taken into consideration.

Project suggestion: Gregg Carroll

Solar panels – to try to bring in Federal money to incentivize people to put solar panels onto their home and then give out grants to community members to assist them with costs

Project suggestion: Sharon Powers

Playground equipment – either for very young children (6 months to 24 months) or older children – the current playground has very little for children and does not encourage parents to hang out there with their kids

Project suggestion: Erminia Rasmussen

Community center assistance – fundraise for equipment, furniture, commercial kitchen, amenities they might need, including using a shared office space. Making it another place to get free food, not just refrigerated or frozen, such as a pantry for dry goods. This would also include the free store.

Project suggestion: Danielle Kuffel

School supplies – there are still children and teachers who need school supplies each year. Participate in a school supply drive.

Project suggestion: Monte Wasch

Technology for children – for kids who can't afford this. When it was discussed that the schools already do this, Monte withdrew the idea

6. Next steps

1. Start a general fund to get us going, a Community Chest – pool of money people can donate to get us started
2. We will need to promote ourselves, create PR material and send info to businesses and public at large after we get the 501 (C) 3
3. Tistrya volunteered to send something out to encourage others to donate to the LVCC. She said that as long as the town or some governmental entity supported the LVCC, the Town could help promote and advertise for the LVCC. Suggested that there be a regular line item in the budget for the BEDC each year to support the LVCC, even if nominally.
4. Nuts & bolts needed:

Unique phone number - - perhaps a burner phone will be purchased

Email account – Sharon will arrange

Facebook page – Danielle will arrange

Venmo & PayPal accounts – Danielle will arrange after 501 (c) 3 status is received

Logo – Sharon will come up with ideas just based on fonts, not artwork

Prepare an initial letter or Press Release that will go out to the general public and specific targeted donors which will go out after 501 (c) 3 status is received – Monte will do and send out to the committee for review. It was also agreed that Danielle could post this initial press release on the Facebook page whenever it is created.

Mailchimp communication, quarterly – Erminia will take on this task after we build up an email base

Domain name – Sharon will come up with names available and email all for their opinions, then will secure it and get emails that will forward to us, i.e. president-lvcc@, treasurer-lvcc@, etc. – ideas that came up included Lebanon Valley CC.org, Lebanon Community Corp.org, Lebanon Valley.org (this was later removed from the list because Josh discovered the Speedway was lebanonvalley.com and we want to avoid

confusion) – Josh will come up with a long list of possible names for Sharon to research and Sharon will find some as well

5. Monte made a \$200 donation to the LVCC as start-up funds for the bank account – this was given to Gregg (Thank you, Monte!)

Next meeting: Wednesday, April 26 at 10:00am at Town Hall

Meeting adjourned: 11:22am

Respectfully submitted,

Sharon Powers
Secretary