



MINUTES OF THE LEBANON VALLEY COMMUNITY CORPORATION (LVCC)
HELD ON June 27, 2023 at Town Hall

Present:

Erminia Rasmussen (President), Gregg Carroll, Sharon Powers, Monte Wasch,

Absent: Danielle Kuffel

Advisors present: Tistrya Houghtling, Nina Keller

Guest: Frank Abdale

CALL TO ORDER:

The meeting was called to order at 10:05am by Erminia Rasmussen who began the meeting by introducing Frank Abdale. Introductions were made all around. Some topics of the meeting were moved to the beginning so advisor Tistrya Houghtling could participate before she had to leave for another appointment.

PLAYGROUND EQUIPMENT GRANT

Barton & Logiudice (B & L) is also applying for a grant for Shatford Park that includes the Playground Equipment. There had been some questions about the legitimacy of LVCC and B & L applying for Playground Grants but B & L assured the Town that LVCC also applying actually would enhance, not detract from the grant application. Their application is due on July 28 and they requested that the LVCC write a letter of support and mention that there is a potential partnership. B & L is going to stress that the new playground equipment would be ADA compliant, so this will be a focus of this portion of the grant application. We need to include some type of write-up in the letter saying who we are and what we will do. Monte Wasch said he would write the letter.

MSC: Authorizing Monte to write a letter of support and information letter and being the contact person for B & L for the July 28 grant was made by Erminia Rasmussen and seconded by Sharon Powers. Motion approved.

MSC: to approve the minutes of the May 19 meeting was made by Gregg Carroll and seconded by Monte Wasch. Motion approved.

TREASURER'S REPORT (attached) and presented by Gregg Carroll

Report shows that we have received more donations. Gregg mentioned that two people are sending in monthly donations. She has not heard back from the Berkshire Taconic Grant that she applied for on behalf of the LVCC, for startup costs. She also signed us up for Cyber Grants, which is what we need to apply for some of the available grants out there.

Gregg mentioned that she normally sends out receipts for donations but there are some people who do not want or need receipts. She thinks it more appropriate, in those cases, for a thank you note to be sent and Erminia said she would write those thank you notes when Gregg informs her of these instances. Our forms need to include a mailing address so these notes can be easily written.

MSC: To approve the treasurer's report was made by Monte and seconded by Erminia. Motion approved.

OTHER BUSINESS

Erminia reminded members to send out the intro email to their friends. Nina Keller said she would be sending hers out soon. Erminia welcomed Frank Abdale who is a consultant for non-profits, specializing in strategic planning and board development. He agreed to serve as an advisor for the LVCC for now.

He stressed that the LVCC should make sure we are all saying the same thing when we ask for money. We need a communication piece saying what we are. We can ask for money for the general funds – all have to communicate a cohesiveness in our message. Our focus should be on helping the Town of New Lebanon, serving its residents and meeting their needs.

We need an elevator pitch – can have more than one communication piece.

Grants

Gregg and Sharon will go over the grants that were on our list and summarize what we need and what they are about.

Theatre Barn

Discussion about if this is something we want to pursue. We do have a commitment from a company that would use it if someone paid the rent, but there is way more involved than we knew – i.e. no equipment is there, utilities also have to be paid. Discussion about other venues for theatre – there is no High School drama club because there is no teacher to lead it. Could we lend our support about developing a drama club for the school – could they combine with Berlin? Decision made to try to support arts in another way, but not through the Theatre Barn.

MSC: Made to stop working on the Arts & Theatre program at the Theatre Barn was made by Gregg Carroll and seconded by Erminia Rasmussen. Motion approved.

Emergency Funds & Fundraising

We need to develop a policy on how to disburse emergency funds – and money given for a specific reason. Gregg will write up a procedure whereby the LVCC will donate \$200 towards specific needs as they arise and we will serve as a conduit for donations.

Delores Meissner has agreed to do an auction for us for fundraising but we need to decide what to auction off. Should we do Designer handbags? Rugs, she said, is an idea but a good auction would require a substantial amount of rugs that would be difficult to get.

Other ideas for fundraising – Dining with Newcomers? We need to develop the LVCC list – LVCC members are encouraged to send their local email lists to Erminia so she can compile a list. For Town wide emergencies we can send ask to emails through the Town, i.e. trying to raise money for a specific disaster.

We need to make a development calendar for the future.

School Fundraiser – Danielle, who was not at the meeting, was going to be working on something in July – need to coordinate with her and find out what she needs and what we can do to help.

MSC: to adjourn made by Monte Wasch, seconded by Gregg Carroll, was made at 11:50am.

Next meeting: July 25, 2023 at 10am.

Respectfully submitted,

Sharon Powers
Secretary

Statement of
Lebanon Valley Community Corporation General Cash Account

	Donations	Reimbursements	Admin. Exp.	Balance
March 2023 Beg. Bal				
Cash Donations	\$200.00			
March 2023 End. Bal				\$200.00
ARPA Funds		\$463.80		
INC. Fees			\$ (435.00)	
Web Fees			\$ (28.80)	
Check Printing			\$ (71.65)	
April 2023 End. Bal				\$128.35
Donations	\$800.00			
CC Fees			\$ (26.56)	
Stamps			\$ (25.20)	
May 2023 End. Bal				\$876.59
Donations	\$415.00			
CC Fees			\$ (6.24)	
June 2023 End. Bal				\$1285.35

Income
Statement