

CTM Meeting Minutes  
March 1, 2010  
Clifton Recreation Center

Trustees in attendance: Dick Druffel, Linda Goldenhar, George Bishop, Ron Becker, Karen Imbus, Steve Slack, Malcolm Montgomery, Bob Blum, Mary Jo Vesper, Mark Smith, Jeff Rose, Brian Curwin, Michael Willing, Pete Schneider, Pete Kafoglis

Minutes: Ron Becker moved approval of the minutes from the February meeting. Passed with 4 abstention.

Treasurer's Report: Reviewed the report for January. \$721.69 income for month. \$2,818.43 expenses. Moved and approved with 1 abstention.

Moved approval of expenses for web-hosting and other web-related expenses \$486.39. Moved and approved with 1 abstention.

### **Regular Reports:**

**Police report:** Office Johnson reported passed around her contact info and encouraged people to contact her if they wanted their house watched while out of town or if there's a vacant home. (569-8507, lisa.johnson@cincinnati-oh.gov). Also mentioned that you could sign up for a citizens alert newsletter to get updated info on police activities. Email her and she will send info on how to sign up for the newsletter. Updated on leads regarding the graffiti in the area. They have footage of 3 of 4 vandals. Repeated call for taking precautions to thwart theft from autos by not leaving things in cars. CUF will be holding a large party in April sometime (with bands and such) and expect there to be a lot of people with the accompanying challenges.

Robin Lee encouraged people to join Citizens on Patrol and followed up with a request for more fliers from the police officer. Officer Johnson encouraged people who are at homes during the day to contact her about becoming a block captain to help be her eyes and ears. Also mentioned a right-of-entry form that a citizen can sign to get a sticker that will allow police to enter property to pursue a suspicious situation. Officer said she would bring in forms (which need to be renewed yearly) at the next meeting.

George Bishop asked if the police could provide a website form to take down information to report graffiti rather than having such info be taken down by phone interview. The officer said the Keep Cincinnati Beautiful site does have that option. She said she would look into the form-idea for other "general condition" reports.

**Clifton Rec Center:** 1. New membership cards are available today. There's an increase in adult membership, but it comes with the access privileges to all (but 1 pool). 2. The center is a designated site for census report help. People are encouraged to come in for confidential help 1-3 p.m. M-F. 3. The City Rec Centers are looking for 5 advocates for each center to help support Cincinnati Rec Programs amid the budget crisis and he asks for volunteer to commit for a year to quarterly meetings.

### **Special CTM Reports.**

Dick Druffel reported support letters he submitted to Uptown and CCAC as President of CTM. Copies of the letters are amended to the minutes. M Montgomery raised concern over the processes by which the President can take such actions without approval by the Board. It was decided that as the governance documents would be revised by the end of the year to address such situations.

Conflict of Interest and Disclosure Policy: Pete Schneider was asked to look into a policy for CTM to be able to effectively deal with conflicts of interest faced by trustees serving on the board. He provided a draft of the policy and asked for feedback. A question was asked whether the form was intended to cover trustees,

committee members, and volunteers or just trustees. In a subsequent discussion various perspectives were shared on the needs, leading to an un-voted consensus that committee members do need to sign a disclosure form but perhaps in a streamlined form. D. Druffel suggested P. Schneider send out a revised form that be circulated via email to be approved at the next meeting. The executive committee would then revised the governance documents to reflect this new policy.

CTM Goals and Committees: Committee heads reported back the 2010 goals identified by the sub-committees.

Green Committee: 1. Develop a plan for enhanced recycling for multi-units, businesses, and public spaces and provide educational resources about waste reduction in our community. 2. Create a plan for green initiatives in the Clifton community that can be sustained for long-term application. Approval of the goals was moved and approved unanimously.

Beautification: The three main projects for this committee are the Spring planting of flowers; the Fall planting; and the Christmas decorations. The tentative dates for these events are: May 15, 2010, September 18, 2010, and November 20, 2010. There are issues that remain to be addressed such as watering of plants, etc.

The other main task of this committee is the administration of the Community Enhancement Grant(s). The committee would like the board's input on this matter. Previously, the grant of \$5,000.00 was spread out over several projects. Would we have a greater impact by funding single larger projects each year? Thoughts?

The 2010 Goal for the committee (as established Executive Committee) is to develop a long-term beautification plan for the Ludlow Business District. We are adding a goal of also establishing a long-term plan for beautification of Clifton. We would like input into identifying ideas for enhancing the appearance of the neighborhood, and it's corridors. Approval of the goals was moved and approved unanimously.

Events Committee: Tactical Goals: 1. Develop an effective process for planning & executing CTM sponsored events. 2. Develop and manage high-level schedule for 2010 events. Strategic goals for 2011: 1. Identify CTM board member as executive sponsor for each event. 2. Build measurable input to CTM for budget. 3. Maintain archive of event history. 4. Solicit CTM board and community for event chairs. 5. Resolve escalated issues during event plan executive. 6. Maintain an Overall program level plan. (Linda raised the need to think about where these archives would be stored). Approval of the goals was moved and approved unanimously.

Housing and Zoning: 1. Monitor events (requests/controversies) systematically. 2. Establish a decision-making process and policy. 3. Establish a representation process and policy (attend meetings, hearing, send letters, etc). 4. Establish a compendium of resources (ex: zoning code). 5. Research form-based codes. Approval of the goals was moved and approved with 1 abstention.

Communication, Membership, and Marketing: 1. Develop a plan for updating our modes of communication to take better advantage of new communication options (web, email, fliers, etc). 2. Explore options for creating web-based and automated membership registration and payment processes. 3. Execute a "There's No Place like Clifton" campaign via a bumper sticker and other communication moments. Designed to create a positive identity for Clifton. We will present out plan to the board in June. Approval of the goals was moved and approved unanimously.

Executive Committee: Update governance document with attention to revising bylaws. Approval of the goals was moved and approved unanimously.

D. Druffel applauded the work done and encouraged committees to stay active on completing these goals. Committees will let the president know when they want to report back to the board on specific issues.

Steve Slack asked how the LLC committee will report back to the board about its goals and activities. D. Druffel said there is a LLC meeting in March and he will report back after that meeting on progress.

Community Priority Request Projects: K. Imbus. The city is asking each neighborhood to submit up to 3 projects it want funded through the city. It is unclear where the funding for these projects will come from or how many project will be funded. The short 2-page form is due April 2. She opened up to the board and members for ideas for projects that could be funded. Linda Goldenhar stated that many of the ideas listed on the eligible projects had been recommended by CTM and MainStreet earlier and one possibility would be use the existing projects. S. Slack mentioned a few park-related projects. G. Bishop mentioned Clifton efforts to raise money for graffiti-removal equipment for the business district. D Druffel suggested that he and K Imbus would take the good ideas generated here to the CBEC meeting next week, get input from that meeting and make final decisions about what projects to propose. Druffel closed the discussion by encouraging anyone with a specific plan to email him with those ideas.

Resolution: To empower Dick Druffel and Karen Imbus to make decision about 3 projects to submit and will report on their action at the next meeting. Moved and approved unanimously.

NSP: Bill reviewed the NSP process to explain why we need to develop a better process to apply for NSP funding. He reviewed his proposal for the application budget for 2010. Bill will elicit feedback and bring the budget for a vote in April.

Community Q and A:

Jinny Berten: asked CTM to request the park board to allow the Burnet Woods pond to freeze so people could skate on the pond. S. Slack would look into the issue.

Irene invited everyone to support the Clifton Senior Center with the March fundraiser.

Will Lambett: spoke about the community garden plan.

Malcolm:

CCAC official groundbreaking event, March 8.

Right of Entry forms are on the side of the room for people to pick up.

Adjourned: 9:20.

February 8, 2010

Cynthia Herrick  
Board President  
Clifton Cultural Arts Center  
3711 Clifton Avenue  
P.O. Box 20041  
Cincinnati OH 45220

Dear Ms. Herrick:

I am pleased to write this letter of support for the Clifton Cultural Arts Center (CCAC). CCAC's presence in Clifton has had a very positive impact on the Cincinnati community. It has done a great job of developing arts programming that has been made available to a very broad audience of children and adults at little or no cost. Further it has taken a very important historic structure, Old Clifton School, and improved the building and grounds keeping it from the decline and deterioration experienced by many former Cincinnati Public Schools. Now rather than having an eyesore on our main thoroughfare we have a vital community building. CCAC is spurring economic development and supporting vibrant and healthy communities, children and adults.

CCAC has proven to be a project with broad support, having secured over \$2 million in investments to date - \$1.65 million in the last 14 months alone. This includes a \$1.09 million leadership gift from an anonymous donor, \$250,000 from the State of Ohio, and \$242,500 from the City of Cincinnati through the Capital Budget. Phase 1 renovations begin February 15 to construct a new elevator, fire system and a renovated auditorium, and a welcoming new entry, making the building accessible and code compliant.

Since taking possession of the Clifton School from Cincinnati Public Schools on September 1, 2008, CCAC has served over 9500 adults and children from around the region offering over 77 classes, three summer camps and seven different exhibits. Its Wednesday on the Green concerts drew over 1,800 people throughout June and July of 2009, providing nine evenings of free entertainment to families and adults of all ages.

I am pleased to see CCAC continue to develop as a valuable resource in our community, spurring economic development and improving the quality of life of Cincinnati residents.

Sincerely,

Richard Druffel  
President, Clifton Town Meeting

Uptown Consortium  
Attention: Lajuana Miller  
Re: Seasongood Grant Application

January 15, 2010

Lajuana, The Clifton Town Meeting (CTM) is very supportive of the Uptown Consortium's efforts to secure grant funding to build and develop capacity for the community councils and business associations of Uptown. As you are aware CTM is an all volunteer organization. As such it is always a stretch for us to assemble the time and skill sets needed to effectively manage and develop opportunities to improve our community. Keeping up with the fast changing telecommunications opportunities has been particularly challenging for CTM as we try to improve our communication reach and effectiveness to be more inclusive in our process and decision making.

Uptown's recent effort to set up and help manage the Clifton Business and Entertainment Collaborative (CBEC) has been extremely beneficial to the Clifton Community. CBEC brought marketing, communications and organizational skills to Clifton and has dramatically improved the community's ability to market and communicate its events and generate interest and traffic in the community.

We believe the requested grant will also be very beneficial to Clifton and the other Uptown Communities. I believe it would be similar to the CBEC effort in that it would bring needed technical and organizational skills to the communities to improve and enhance their current efforts. Furthermore, I believe that using Uptown to manage and deploy these resources gives us the opportunity to do these activities much more efficiently and cost effectively than each community working on their own.

Sincerely

Richard T. Druffel  
President  
Clifton Town Meeting