



*Life's Just Better Here*

**City of Wilton Manors  
Community Affairs Advisory Board  
Meeting Minutes  
WEDNESDAY, March 6, 2019**

- **CALL TO ORDER:** CAAB Vice Chairperson Ciatta Thompson called the March 6, 2019 meeting of the Community Affairs Advisory Board to order at 7:02 p.m. in the absence of Chairperson Bryan Wilson.
- **PLEDGE OF ALLEGIANCE:** Ciatta invited new CAAB member Van Gosselin to lead the Pledge of Allegiance.
- **ROLL CALL:** City Liaison/Secretary Johnnie Goodnight took roll call: Bryan Wilson (arrived at roll call), Ciatta Thompson, Van Gosselin, Bill Desautels, Robert Hadley and Barbara Clabaugh were present. Tracy Stafford was absent, and had informed Johnnie of this earlier in the day.
- **ADDITIONS/CHANGES/DELETIONS TO AGENDA:** Robert requested moving Public Comments up to allow the guest in attendance to speak – all approved.
- **PUBLIC COMMENTS:**  
Frank Molano, artistic director and general manager of the New Directions Chamber Winds (NDCW) returned to report on the concert that NDCW held at Island City Stage – of which CAAB was a financial sponsor. Mr. Molano reported that the concert sold out, was very successful and led to additional bookings for NDCW – all of which could not have happened without the support of CAAB. Chair Bryan Wilson thanked Mr. Molano for reporting back to CAAB. Robert noted that the concert brought business to the Island City Stage and to Rosie's, where an event reception was held.
- **APPROVAL OF MINUTES FROM THE MEETINGS OF January 9, and February 6, 2019:**  
Bill made motion to approve both meeting minutes, seconded by Robert, the minutes were approved unanimously.
- **PRESENTATIONS/SPONSORSHIP REQUESTS:**  
None were scheduled. Bryan asked CAAB members to think of who they would like to see presentations from.
- **UPDATE FROM CITY LIAISON:**
  - a.) CAAB Financial Statement – the current Financial Statement was provided.
  - b.) Johnnie reported that this is when CAAB typically makes the call for nominations for the Skip Stadnik Community Spirit Awards honoring an individual volunteer and business volunteer for 2018 volunteerism. Johnnie updated the nomination form and provided copies and shared the article calling for nominations in the March/April Town Crier.
  - c.) Johnnie reported that if the survey were added in the Town Crier, although CAAB had previously decided not to do this, it would be an incremental cost of \$569 to add the 4 pages; and if the City's P/R firm were to create the Survey Monkey version of the survey they would charge \$150 – the City does not have a Survey Monkey membership which is \$37/month. The deadline for the May/June Town Crier is the first week of April.
- **UPDATE FROM CHAIR:**  
Bryan asked new members Barbara Clabaugh and Van Gosselin to introduce themselves. Barbara is a new Wilton Manors resident, having lived in Fort Lauderdale for many years, with extensive county, library and volunteerism experience. Van is a long-time Wilton Manors resident with extensive City board (BRAC) and meeting experience – and was an editor with SunSentinel. There was discussion of CAAB's mission, accomplishments and goals.
- **UNFINISHED BUSINESS:**
  - a.) AARP/WHO Age-Friendly Communities Network Action Plan-Survey Launch  
Bill made the motion to approve the expenditures to add the survey into the next Town Crier (\$569) and have the P/R firm proceed with adding the survey to Survey Monkey (\$150). Ciatta raised the issue of having the survey available in Creole and Spanish – as a Survey Monkey option. Van asked from where in the budget these funds come.

The budget was reviewed and Bryan recommended reallocating the Operation Bike Light funds (\$1,500) to the Contingency Fund – unspent Holiday Lighting (\$250), Caribbean Pride (\$500-Byran noted that this event will be taken over by Fort Lauderdale Pride), and Island City Community Service Awards (\$250) were also identified to move to the Contingency Fund and then fund the \$719 for the Survey from Contingency. The motion was amended to include this fund allocation and Bill added the amendment that August 1<sup>st</sup> be the working deadline for collecting surveys – seconded by Van, the motion carried unanimously. Bryan led discussion on how to handle the survey results and noted that Survey Monkey will provide an analysis of the responses. Barbara asked if the surveys received in hard copy can be added into Survey Monkey – Bryan stated that he believes this will be the case, but asked Johnnie to confirm that responses received outside of Survey Monkey can be added into that system. Bryan asked CAAB members for any new ideas on how to distribute the survey – Bryan asked Van about taking them to the next WAWM meeting – Van stated that the next meeting is Thursday, April 11<sup>th</sup> at Hagen Park at 7p.m. and he will take surveys to the meeting – Bryan also volunteered to attend the meeting. Bryan told the new CAAB members that CAAB polo shirts are available and asked that they provide Johnnie with their sizes.

▪ **NEW BUSINESS:**

- a.) Skip Stadnik Community Spirit Awards for 2018 volunteerism – Bryan noted that the call for nominations went out in the Town Crier and proposed that each CAAB member assume responsibility for nominating one individual volunteer and one business volunteer of the year. Bryan shared the volunteer criteria from the nomination form. Nominations are due March 31<sup>st</sup> and will be reviewed for selection in the April CAAB meeting

▪ **BOARD MEMBER REPORTS AND REQUEST FOR AGENDA ITEMS:**

Bryan asked for requests for future agenda items – or if anything came to mind for a future presentation. Bill stated that he got a business card from someone that works out of The Pride Center assisting seniors with technology. Barbara stated that AARP also puts on senior technology classes. Bryan suggested a class in how to take on-line surveys once the Age-Friendly Survey is available in Survey Monkey. Bryan asked that CAAB members email Johnnie if they have presentation ideas before or for the next meeting.

- **NEXT SCHEDULED MEETING DATE:** Wednesday, April 3, 2019.

▪ **ADJOURNMENT:**

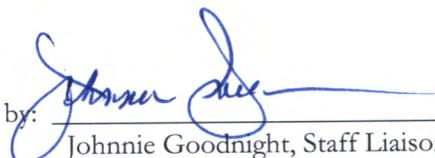
Bryan adjourned the meeting at 8:35 p.m.

Submitted by: Johnnie Goodnight - CAAB - Staff Liaison/Secretary

Adopted 4/3/19:

  
Bryan Wilson, Chair

Attested to by:

  
Johnnie Goodnight, Staff Liaison/Secretary