




Life's Just Better Here

**City of Wilton Manors
Community Affairs Advisory Board
Meeting Minutes
WEDNESDAY, OCTOBER 2, 2019**

- **CALL TO ORDER:** Bill Desautels called the October 2, 2019 CAAB meeting to order at 6:00 p.m. in the City Commission Chambers.
- **PLEDGE OF ALLEGIANCE:** Bill invited Mike to lead the Pledge of Allegiance.
- **ROLL CALL:** City Liaison/Secretary Johnnie Goodnight took roll call: Bill Desautels, Bryan Wilson, Ciatta Thompson, Barbara Clabaugh, Michael Sansevero, and Liz Vocasek were present. Robert Hadley was absent at roll call, having informed Johnnie that he would be late – and arrived shortly after roll call at 6:11p.m.
- **ADDITIONS/CHANGES/DELETIONS TO AGENDA:** The agenda was accepted with no changes.
- **APPROVAL OF MINUTES FROM THE MEETINGS OF SEPTEMBER 4, 2019:**
The minutes of the September 4, 2019 meeting were approved unanimously.
- **PUBLIC COMMENTS:**
None.
- **UNFINISHED BUSINESS:**
 - a.) Diversity: the board, at the request of the City Commission, discussed how to recruit and maintain diversity on City Boards and Committees, including: the need to define diversity and diversity goals; consider member term limits; create a data base of diverse organizations in the city; continue to promote board opportunities but stress diversity and use photos of existing board members; promote the boards and what they do; the Commission and current board members should identify and mentor prospective members; create a flyer to board membership. Bill invited Charter Review Board Chair Michael Rajner to offer his input – Michael shared his experience regarding diversity and noted the need to adopt a policy or ordinance to define diversity and include the goal that Boards be diverse and reflective of the community, and provided an update of some Charter Review Board matters including recommending term limits. Bill offered to work with Johnnie to use this discussion to create a CAAB memo to the Commission – all agreed.
 - b.) Criteria for sponsorship funding: Board members reviewed the CAAB Application for Financial Sponsorship and requested changes to add location of event, target audience, estimated attendance, detailed budget, funding from others, previous CAAB funding, how the sponsorship funds will be used, and how CAAB can be acknowledged in the event/program. Bill and Johnnie will work together to revise the form as discussed and return to CAAB for approval.
 - c.) Age-Friendly Action Plan: the Board supported Bill presenting the Age-Friendly Action Plan to the City Commission at its October 22nd meeting. Bryan suggested a cover letter to the Commission to accompany the Plan. Barbara recommended posting the Action Plan on line once approved. Bill committed to attending the October 22 meeting.
 - d.) CAAB meeting dates – 2020: the 2020 meeting calendar was adopted, with meetings to be held on the first Wednesday of each month except the January meeting will be January 8th since the 1st Wednesday will be the New Year holiday; as in past years, there will be no July meeting for summer recess. Bill advised that he will not be present for the April 1st meeting.
 - e.) Taste of the Island (Monday, 11/18 – 6p.m.) CAAB table: as previously determined, the Board restated their desire to have a CAAB table at the 11/18/19 Taste of the Island event and unanimously approved that Johnnie purchase up to \$250 in Roloids, Tums, etc. as giveaway items for the CAAB table.
- **BOARD MEMBER REPORTS AND REQUEST FOR AGENDA ITEMS:** Robert asked for an agenda item to discuss an “I am Wilton Manors” project; Bill asked for discussion of the revision of the Senior Resource Guide.

- **NEXT SCHEDULED MEETING DATE:** Wednesday, November 6, 2019
- **ADJOURNMENT:**
Bill adjourned the meeting at 8:10 p.m.

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

Adopted 11/6/19: 
Bill Desautels, Chair

Attested to by: 
Johnnie Goodnight, Staff Liaison/Secretary