

Citywide Council for District 75

MINUTES

SPECIAL MEETING

Date: January 6, 2020 **Time:** 5:30 PM – 8:00PM

Location: District 75, 400 First Avenue, NYC 10010

MEETING CALLED BY	Shamel Lawrence , President
TYPE OF MEETING	Special Meeting
FACILITATOR	Shamel Lawrence , President
ROLL CALL & NOTE TAKER	Grisel Cardona , Recording Secretary and Administrative Assistant, CCD75
TIMEKEEPER	Shamel Lawrence , President
ATTENDEES	Shamel Lawrence , President- Present, Craig E. Spencer , Vice President- Present, Debra Altman , Treasurer- Present, Grisel Cardona , Recording Secretary- Present, Amy Ming Tsai , Parliamentarian – Present, Constance Asiedu , Public Advocate Appointee – Present and Tiesha Groover , Council Member - Present
MEETING: START & ADJOURNED	Start: 7:20 pm Adjourn: 8:19 pm

Note: Mr. Lawrence read the list of items on his phone for the council. The agenda was not submitted to the Administrative Assistant before the meeting.

On the Agenda:

- Review & Approve meeting minutes dated from July 2019 to December 2020. Note: December 2019 Business & Calendar Meeting Minutes, Sign-in-sheets and other related material will need to be submitted to the Administrative Assistant.
- SCA: Mr. Spencer, Chair of CCD75 Committee on Capacity and Utilization, organizer of the SCA Meeting. Follow up to the meeting and process.
- Vote: Change January 13, 2020 Business and Calendar Meeting Date
- Incorporate Committees into CCD75 Bylaws: Committee on Legislation and Committee on Bylaws
- Vacancies on CCD75: address the vacancies on the council and the appointment of a Public Advocate Appointee.
- Responsibility of Council Members and the Administrative Assistant. Training scheduled for council members by FACE.
- Vote: Reverse the calendar and business meeting schedule to reflect the council's bylaws.
- Annual Report: Prepare and format the CCD75 Annual Report for the 2019-2020 SY
- End of Year Celebration: Grisel Cardona, Chair of the Committee on Outreach

ACTIONS:

VOTES	Motion made	Voice –Vote Tally
Call for two Adhoc committees for the Committee on Bylaws and the Committee on Legislation	Motion made by Craig E. Spencer D. Altman, Second	7-Yes 0-No 0-Abstain 0-Absent Passed
Approval of Meeting Minutes: July 3, 2019 (Calendar and Annual)	Motion made by D. Altman G. Cardona, Second	6-Yes 0-No 0-Abstain 1-Absent Passed
Approval of Meeting Minutes: August 7, 2019 (Calendar and Business)	Motion made by G. Cardona D. Altman, Second	6-Yes 0-No 0-Abstain 1-Absent Passed
Approval of Meeting Minutes: September 10, 2019 (Business) approved with corrections	Motion made by D. Altman Craig E. Spencer, Second	7-Yes 0-No 0-Abstain 0-Absent Passed

Approval of Meeting Minutes: September 10 , 2019 (Calendar)	Motion made by T. Groover G. Cardona, Second	6-Yes 0-No 0-Abstain 1-Absent Passed
Approval of Meeting Minutes: November 14, 2019 (Calendar and Business) Approved with corrections.	Motion made by G. Cardona Craig E. Spencer, Second	7-Yes 0-No 0-Abstain 1-Absent Passed
Calendar and Business Meeting: Rescheduled to January 15, 2020 (originally scheduled for January 13, 2020)	Motion made by T. Groover Amy M. Tsai, Second	7-Yes 0-No 0-Abstain 0-Absent Passed
Adjournment	Motion made by Constance Asiedu and seconded by Craig E. Spencer	7-Yes 0-No 0-Abstain 1-Absent Passed

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