



**SoWe Lead Board Meeting
Agenda**

January 28, 2019 5:30 PM

St. Joseph Church

St. Francis Room

418 St. Joseph St

Lancaster, PA 17603

(Audio from meetings are recorded to establish accurate meeting minutes)

1. Public Comments: Limited to items not on tonight's agenda; limited to 3 minutes per speaker; limited to 2-3 people per topic
2. Approval of December 17, 2018 Meeting Minutes
3. Block by Block – Mayor Sorace
4. New Business (pg. 4)
 - Election of Officers
 - By-laws Amendment – Nate Roach
 - Lancaster Bicycle Club Grant
5. Discussion Items
 - Budget Discussion and timeline
 - RRTA Route Changes Discussion
 - SoWe Elevator Pitch
 - SoWe Meeting 2019 Calendar- Poll
6. Community Updates
 - SoWe and Housing Equality and Equity Institute at LHOP: Landlord Snack and Chat, 2/6 PhotOle Photography 6-8pm
 - SoWe/LHOP Everyone Deserves a Place Called Home Forum, 2/27 at the Boys and Girls Club 116 S. Water St. 6-8 pm
 - SoWe Housing Panel Discussion 4/3 St. Joseph Hall 6-8 pm
7. Next Meeting: Mon., February 25, 2019 at 5:30 p.m. in the St. Francis Room of St. Joseph's Church



**SoWe Lead Board Meeting
Minutes**

December 17, 2018 6:00 PM

St. Joseph Church, St. Francis Room

418 St. Joseph St Lancaster, PA 17603 17603

(Audio from meetings are recorded to establish accurate meeting minutes)

Board Members Present: Susannah Bartlett, Christina DiCola, Gene Duncan, Lauren Edgell (as proxy for Nate Roach), Dick Hecker, Ole Hongvanthong, Carole Kirchner, Marie King Linares, Stu Metzler, Willonda McCloud, Luis Ortega, Martha Montes, Luis Ortega, Vicente Ramos, Audrey Skilton, Jeff Tischer, Abby Tucker

Board Members Excused: Peter Barber, Bianca Cordova, Rachel Eck, Vasthi Dominguez-Acosta, Nathan Roach, Emerson Sampaio, Karen Schloer

1. Call to Order

Gene Duncan called the meeting to order at 5:30 pm

- 2. Public Comments:** Limited to items not on tonight's agenda; limited to 3 minutes per speaker; limited to 2-3 people per topic

No public comment

3. Approval of October 22nd and November 26 Meeting Minutes

Jeff Tischer made a motion to approve the October and November meeting minutes. Dick Hecker seconded the motion. Motion passed unanimously.

4. New Business

Based on SoWe Lead By-laws Officers seats are up. Looking for nominations for Secretary, Vice Chair and Chair.

Nominations for Officers

Jeff Tischer nominated Martha Montes as Secretary. Willonda McCloud seconded the motion. Nominee accepted. Motion passed unanimously.

Martha Montes nominated Willonda McCloud for Vice Chairperson. Vicente Ramos seconded the motion. Nominee accepted. Motion passed unanimously.



Jeff Tischer nominated Nate Roach as Vice Chairperson. Ole Hongvanthong seconded the motion. Nominee's proxy accepted. Motion passed unanimously.

Jeff Tischer nominated Gene Duncan as the Chairperson. Carole Kirchner seconded the motion. Nominee accepted. Motion passed unanimously.

There can be multiple nominations. Actual voting will happen at the January meeting.

- Selection of Board Terms

Drawing straws for 1, 2 or 3-year term. Officer nominees asked to accept a three-year term. All nominees agreed. Clarification, if for some reason a Board member cannot complete their term, the person replacing that member would just complete that specific term. If a person draws a 1-year term, upon completion of that term that person can be reappointed for a 3-year term. Agency representation will always be present on the Board.

Committee Chairs serve at the pleasure of the Board Chair. Committee Chairs must be Board member.

- EPA Environmental Justice Grant

Grant to study the possibilities for a parcel of land adjacent to Brandon Park. Expanding Brandon Park which falls in the SoWe neighborhood. There was an explanation of this possible grant at the November meeting. A presentation was made by Carl Graybill.

Willonda McCloud made a motion to recommend LHOP pursue the EPA Environmental Justice grant. Martha Montes seconded the motion. Motion passed unanimously.

5. Community Updates

- SoWe Job Fair 1/17/18 4-6 pm at The Literacy Council
- SoWe/LHOP Home Workshop, 1/23 at St. Francis Room – St. Joseph Church.
- SoWe and Housing Equality and Equity Institute at LHOP: Landlord Snack and Chat, 2/6 location TBD.

6. Meeting adjourned at 6:45pm

7. Next Meeting: Mon., January 28, 2019 at 5:30 p.m. in the St. Francis Room of St. Joseph's Church



New Business additional information:

- Election of Officers

Nominations include Chairperson, Gene Duncan, Vice Chairperson Willonda McCloud, Sectary Marth Montes. Each of these positions are uncontested.

- By-laws amendment proposal:

Section VI part A states:

"An Executive Committee, composed of the officers and up to (2) additional members of SoWe Lead, may be established to act on behalf of the Board between meetings of the Board."

Proposed Change:

"The (2) additional members shall be selected by the officers and approved by the Board by a simple majority. This selection shall occur during the January meeting after the biannual December meeting in which officers have been elected and be subject to approval by the LHOP Board of Directors. At least one of the additional members shall be a neighborhood resident."

- Lancaster Bicycle Club Grant

The Lancaster Bicycle Club Grant offers small grants to government and community organizations to improve bicycle infrastructure. The Parks and Public Realm committee recommends applying for the grant to purchase and install bike racks throughout the neighborhood.

Community Safety Committee

January 8, 2019 1:30 PM

LHOP/SoWe Office

417 Poplar St. Lancaster, PA 17603

Minutes:

Attendees: Adrian Garcia, Dr. Mary Glazier, Dick Hecker, Carole Kirchner, Dr. Wes Farmer, Chris Fitz, Audrey Skilton, Sgt. Glenn Stoltzfus, Jake Thorsen

1. Bike Ambassador Report

Jake Thorsen reported on the Bike Ambassador report from Lancaster City Alliance. Mr. Thorsen stated he will compile the data for all of 2018 for the committee to review in February.

2. Advoz Introduction



Chris Fitz, Executive Director, Community Engagement of Advoz described his organization and services they offer. Services include, mediation services and restorative justice practices working with the juvenile court system. The committee brainstormed ways in which SoWe could partner with Advoz. Ideas included, mediation training for willing neighbors to help perform and advocate for conflict resolution during neighborhood disputes and promoting Advoz services via the SoWe webpage. The committee also stated that there may be a need to train and promote conflict resolution in Price Elementary School. The committee expressed interest in partnering with Advoz, Price, and other community partners to seek funding.

3. Pet Safety Discussion

The committee discussed a neighborhood concern of an incident in which a dog was removed from a home after a wellness check by authorities.

4. Safety Committee FY 2018-19 Budget Discussion

Jake Thorsen informed the committee that SoWe has started the budgeting process for 2019-2020 FY. The committee must recommend budget priorities to the SoWe Finance Committee to set budget. The SoWe Board is scheduled to review and approve the budget and the LHOP finance committee to review in April.

Communications Committee

January 16, 2019

6:00 PM

LHOP/SoWe Office

417 Poplar Street Lancaster, PA 17603

Minutes:

Attendees: Carole Kircher, Nate Roach Audrey Skilton, Jake Thorsen,

1. SoWe Website

The committee reviewed the SoWe website. Jake Thorsen will work with the project manager to finalize details. Nate Roach agreed to develop a blog post to be launched with the website. The committee discussed inviting residents to be contributors to the blog. Blog content could include highlights from SoWe programs and projects, updates/news from neighbors and the neighborhood, recipes from neighbors. The committee expressed interest in having youth contributors as well.

2. SoWe Community Forum



The committee discussed hosting a community forum to address neighbors concerns regarding resident displacement. The committee identified individuals who would be good panelists as well as a moderator for the event. Nate Roach agreed to reach out to potential panelists. The committee set agreed to look to set a date during the first week in April.

3. Annual Report

Jake Thorsen shared with the group an annual report that the SoWe Intern Ellie Hammes developed. Mr. Thorsen asked the group to proofread and send comments back to him.

Economic Opportunity Committee

January 2, 2019 8:30 AM

Two Dudes Painting

750 Poplar St. Lancaster, PA 17603

Minutes:

Attendees: Peter Barber, Christina DiCola, JJ Gammache, Jim Gerhart, Ole Honvanthong, Jake Thorsen, and Jeremy Young

1. Jim Gerhart – Manor St History Project

Jim Gerhart presented to the committee regarding a history project he is working on for Lancasterhistory.org focusing on Manor St and SoWe. The committee suggested that Mr. Gerhart research the history of businesses in the neighborhood, changes in buildings on Manor St., and stories on how the neighborhood transitioned from various ethnic groups over time. The Committee also asked Mr. Gerhart to help find old photos of the neighborhood to influence the façade improvement program and curate a photo exhibit for the Art Walk. The Committee agreed to help advise Mr. Gerhart throughout his research.

2. SoWe Business Directory

The committee agreed to help complete a SoWe business directory. This will help SoWe reach business owners as well as allow business owners to connect. Jake Thorsen agreed to send create a google doc for committee members to fill in. The committee agreed to fill in contact information from their connections as well as conduct outreach to nearby businesses.

3. Other Items from the Committee

The committee discussed planning for Art Walk in May. Christina DiCola agreed to draft language for a flyer to help identify SoWe artists. Ms. DiCola will also help get the flyer translated to various languages. J.J. Gammache agreed to help find a designer to donate their time to design the flyer.



Education Committee
January 10, 2019 8:30 AM
Price Elementary School
613 Fairview Ave. Lancaster, PA 17603

Minutes:

Attendees: Mike Azzalina, Bianca Cordova, Dr. Florence Krane, Dr. Amelia Lopez, Loir Moir, Karen Schloer, Jake Thorsen, Nancy Velazquez, Melissa Wardwell.

1. Updates from Price Elementary

Bianca Cordova informed the group that a parent meeting was held to understand needs regarding extended day programming. Parents need longer afterschool programming at the school and/or transportation for children to an afterschool program.

Men Empowering Youth handed out hot chocolate, cookies and fruit to student before school on January 9th.

Common Wheel and Santa Spokes distributed 20 bikes to Price students for the holidays.

2. Survey Results

Dr. Amelia Lopez shared her presentation that was given to parents at Kindergarten orientation about parenting skills and expectations. Dr. Lopez shared results from a parent survey given at the orientation.

3. AmeriCorps Application

Melissa Wardwell informed the group that the AmeriCorps VAD or project description is due 1/14. AmeriCorps will make a decision if the project is approved in early February.

4. SoWe Budget

Jake Thorsen informed the committee that the Finance Committee will be seeking recommendations from each committee to be included in the budget. Committee should discuss priorities in the February meeting.

5. Other Items from the Committee

The Committee discussed Price's restorative justice education model that it is implementing. Dr. Krane invited committee members to a training giving to Price faculty.



Housing Committee

January 17, 2019

8:00 AM

LHOP/SoWe Office

417 Poplar Street Lancaster, PA 17603

Minutes

Attendees: Mike Brenneman, John Carpenter, Ray D'Agostino, Gerry Ganse, Dick Hecker, Jake Thorsen, Lenny Walton

1. FY 2019-20 SoWe Budget for Housing Committee

The committee discussed funding priorities for the 2019-2020 Fiscal Year. The committee recommended increasing LHOP down payment assistance for first-time home buyers in SoWe. Allyson Wells from habitat agreed to see if additional funding would be needed for the Affordable Home Repair program. The committee brainstormed ideas for landlord incentives to create quality affordable rentals such as an rental rehab program or an educational program for landlords.

2. Lenny Walton - Rental Property Acquisition

Lenny Walton informed the group that he and his partners are interested in creating affordable rental properties in the SoWe neighborhood. The committee agreed that there is a need for such house and agreed to act as a sounding board to help identify properties. Mr. Walton agreed to come back to the committee when the group was incorporated and ready to purchase. Properties.

3. LHOP/SoWe Everyone Deserves a Place Called Home Forum

Jake Thorsen stated that LHOP is planning to host a forum to highlight their housing programs in SoWe as well as answer any questions or concerns the neighbors have. Mr. Thorsen agreed to email details out to the group.

4. Habitat for Humanity Updates and Report

Allyson Wells stated that Habitat will be hosting a lead safety workshop in SoWe on 1/26 at the SoWe Office. Ms. Wells also stated that Habitat is working with two purchasers to close on properties on N. Christian. Habitat currently has applications open for the purchase of one home.

5. Other items from committee members

Mr. Thorsen stated that LHOP, Lancaster Equity CDC, Lancaster Land Bank Authority, and the City of Lancaster are seeking state funding to purchase 5-6 scattered site affordable rental properties. Mr. Thorsen stated that they are currently identifying properties to purchase.



Parks and Public Realm Committee

January 8, 2019 1:30 PM

LHOP/SoWe Office

417 Poplar St. Lancaster, PA 17603

Minutes:

Attendees: Rachel Eck Campbell, Jake Thorsen, Susannah Bartlett, Karl Graybill, Faith Kelleher Gaddie, Jo Davis, Dan Siewart.

1. Lancaster Public Art and Culliton Park

Jo Davis from Public Art presented on public art plans for Culliton park. Salina Almanzar will be doing phase II work in the summer in Culliton park. The committee will support Salina in her efforts at the park, which will include projects and getting feedback from community members. She will need volunteers. Rachel will loop Salina into the committee meeting schedule once Salina's contract begins. Salina will have a start date of March 4th, her regular schedule will be twice a month for Art Pop in the park again this year. Parks committee members should plan on being present for those events.

The park renovation design is currently being worked on and will possibly be out to bid in the spring. Construction will be a yearlong project but phased and Salina's project could continue through construction. Rachel will share the power point with the Friends of Culliton.

Jo mentioned that she knows someone in the department of social work at Millersville and asked if the committee needed a graduate intern for the committee. The committee will ask for an intern if there are specific projects that the intern could help with.

The committee will communicate with Jo Davis until Salina is under contract with regards to park updates.

2. Pocket Parks

The committee then discussed pocket parks.

Two possible sites were identified: one at Christ Lutheran and one at 710 St. Joseph Street. Karl, Jake and Rachel will set up a meeting with Christ Lutheran to discuss their site for a possible pocket park. There is also a city owned property at 710 St. Joseph street that could be a possible site for a pocket park in the future. We should do some research on common issues that would come with starting a pocket park. Before meeting with Christ Lutheran, we will gather photos of sites throughout the city where there are pocket parks or welcoming outdoor areas for the public, specifically those done by other churches in order to brainstorm with Christ Lutheran.

3. Trash Receptacles

SoWe ordered 15 trash cans, the committee will seek sponsors for those trash cans.



The committee will work over a 6-8 week timeline to find locations for trash cans. We will do this via email with each other.

4. SoWe Budget

The Committee needs to work on getting budgets to finance committee. Ideas include events at the park. We will have formal budget recommendations at the next committee meeting.

5. Other Items

Rachel will contact Carole Kirchner about possibly coordinating spring easter egg hunt with the Rec. The next meeting will be February 20th at 7 pm at the Boys and Girls Club.

Jake Thorsen informed the group of a grant opportunity through the Lancaster Bicycle Club. The committee was in favor of pursuing the grant to purchase and install bike racks through the neighborhood.