



Life's Just Better Here

**City of Wilton Manors
Community Affairs Advisory Board
Meeting Minutes
WEDNESDAY, August 4, 2021**

- **CALL TO ORDER:** Michael Sansevero called the August 4, 2021 CAAB meeting to order at 7p.m. in the City Commission Chambers and via the Zoom Video Communications application.
- **PLEDGE OF ALLEGIANCE:** Michael led the Pledge of Allegiance.
- **ROLL CALL:** Johnnie took roll call: Michael Sansevero, Robert Hadley, Roger Cruttenden, Carvelle Estriplet, and Glen Rogers were present in the City Commission Chambers. Johnnie reported that Craig Feldman has not reapplied to the Board and was absent and Paul Smith has resigned from the Board having moved out of Wilton Manors. Newly appointed members Harrison C. Davies and Jasmen Rogers (via Zoom) were present although their terms do not begin until September 1st.
- **ADDITIONS/CHANGES/DELETIONS TO AGENDA:** Roger requested the addition under New Business: discussion of CAAB's mission statement. The agenda was approved with this addition.
- **PRESENTATIONS/SPONSORSHIP REQUESTS:**
There were no presentation or sponsorship requests.
- **APPROVAL OF MINUTES FROM THE MEETINGS OF JUNE 16, 2021:**
The minutes of the June 16, 2021 meeting were approved unanimously.
- **UPDATE FROM CITY LIAISON:** Johnnie reported that he participated in the AARP Age-Friendly Communities Quarterly Conference Call, and provided the news that many of the city's senior programs and services have resumed. Roger raised the issue of the city not applying for the AARP grant the last round, when CAAB suggested the purchase of more bike racks, but Patrick Cann informed us that more racks were not needed; Roger inquired if CAAB could pursue this on its own to apply for future grants. Johnnie noted that Todd DeJesus is the Grants Manager but CAAB could do the legwork to identify a project, complete the application, and work with Todd. Mike suggested a CAAB representative to work with Todd in this regard; Roger accepted this role. Johnnie also reported that the Wilton Drive Dining Card had been updated and reprinted and given to CAAB members to distribute at the Car Show – he also provided copies of the CAAB flyer. Johnnie reported that the submitted \$5k 21/22 CAAB budget now stands at \$3k with 2 pending Budget workshops before approval; the CAAB document on Public Art Criteria was submitted to Patrick Cann and the City Manager.
Mike asked if a New Business item D.) could be added to discuss a possible CAAB logo – all were okay with this change.
- **UPDATE FROM CHAIR:** Michael stated the both he and Carvelle were reappointed at the last Commission Meeting, along with the appointment of Harrison and Jasmen; and reported that he also received the information from the Finance Director that the 21-22 fiscal year budget for CAAB currently stands at \$3k. With a possible 21-22 CAAB budget, Mike encouraged CAAB members to identify and reach out to organizations that could benefit from CAAB sponsorships. Harrison asked for examples of past CAAB sponsorship, to which Mike responded Vibes on the Drive, Sculpture Walk, and Shop-With-A-Cop.
- **PUBLIC COMMENTS:** Michael noted that there were no guests physically present; Johnnie reported that Vice Mayor Rolli, Commissioners Bracchi and Caputo, and resident Jose Cedeño were on the Zoom meeting – Johnnie provided instructions on “raising your hand” in Zoom or on the phone but noted that there were no hands raised.
- **UNFINISHED BUSINESS:**
 - a.) Senior Resource Guide (SRG) – Mike addressed the updated version of the SRG – Roger noted that the reinstated classes schedule was updated, and he verified all of the hyperlinks. The Board unanimously approved this version to go to print for the September/October 2021 issue of the Town Crier.

- b.) CAAB's Role in Public Art Policy – The document has been sent to Leisure Services Director Patrick Cann and the City Manager. Mike stated that he would probably follow-up with Leisure Services to see if Patrick will act on it.
- c.) Criteria for Women's History Month/Black History Month honorees – The Board discussed various criteria of eligibility of honorees for these programs: resident/non-resident – Mike said that he did not think the honoree needs to be a resident but must be someone who has made a favorable impact ON the city or its residents; Mike raised the possibility of creating honoree categories, i.e., political, arts, business, career – and possibly have an honoree from each category. Roger suggested to be sure that it is not recognition related to job duties but something outside the normal role of employment; anyone who has had a significant impact on our community. Robert referenced the criteria of the Skip Stadnik Community Spirit Awards. Mike said that the honoree should represent exemplary endeavor in a specific category, such as arts, business, political action, or education – not just generic. Jasmen stated that she sits on the Commission of the Status of Women and each year they honor women using a specific theme – valiant women of the vote – we could create a theme that automatically narrows down the pool and the topic. Glen noted the example that with COVID, the theme could be women's health. Jasmen suggested the theme: "women are essential" – and have the theme be essential workers – i.e., health care workers, parents, and restaurant workers. Mike stated that he sensed that the Commission was uncomfortable with each member of the Commission selecting an honoree. Roger suggested utilizing a nomination form; a nomination process could be implemented and the Commission could choose their honoree(s) from the pool of nominations. Mike noted that a nomination form could be circulated that specified the criteria and the theme of the year, but further noted that creating a theme could narrow the field and make the task more difficult if each member of the Commission selects an honoree. Jasmen stated that there is a statewide Commission for the Status of Women, and they set the theme – it is not a recurring theme – so even when it's about voting, the title is different. Glen asked what happens if there's a woman that we feel compelled to honor in a given year but she doesn't fall into the chosen theme? Jasmen stated that there are other ways to honor said individual; Mike agreed that a specific individual that one may want to honor might be difficult to fit a certain theme. Mike urged the CAAB members to continue to think about this. Johnnie suggested that CAAB consider recommending or making the offer that CAAB take over the process: make a call for nominees, and select the honorees; he further stated that the initial mission was to simply honor a woman that has made a significant favorable impact to the city and questioned the direction of the Commission: do they want this narrowed down or left broad? Robert asked if CAAB should go back to the Commission for direction, does the Commission want to make the selection, or do they want CAAB to identify nominees similar to the Skip Stadnik award? Mike stated that the question at hand is to identify criteria to make someone eligible, do we implement a theme, and is CAAB going to select the honorees or will the Commission make the selections? – these last 2 questions would have to go back to the Commission to see what they think. Jasmen offered to work with Carvelle to create a criterion listing, but this was cautioned against due to Sunshine law, in that they should not work together, outside of a noticed meeting, to create something that the Board would vote on. Carvelle stated that this open discussion has given her some good thoughts on how to create the criteria. Mike asked Carvelle to create a draft for future discussion.
- d.) Wilton Manors Car Show – Michael reported that the Car Show will occur Sunday, August 29 from 10a.m.-2p.m. and referenced the Dining Card and CAAB flyer for attending CAAB members to distribute; Mike suggested CAAB have a table at the event. Robert volunteered to get a WMEG tent, Johnnie was asked to provide a table and the CAAB banner.

▪ **NEW BUSINESS:**

- a.) CAAB recommendation to Commission to consider flying the Progress Pride Flag. Mike raised this to the Commission again and noted that there are 3 members of the Commission on this Zoom meeting should they wish to pursue the matter.
- b.) South Florida Institute on Aging (SoFIA) 5th Annual Symposium – Roger reported that he attending the symposium on June 23rd – which included a keynote address and sessions on the SoFIA Fellows program, telehealth – which will be exploding, broadband availability issues, the upcoming Holy Cross Hospital's Center for Aging Well (to open in December 2021), economic stability (for a large subset of seniors, Social Security Income is the largest portion of their income), discrimination against older workers, caregiving challenges, and other issues.
- c.) CAAB Mission Statement – Roger suggested the need to revisit the CAAB Mission Statement. CAAB's mission statement appears on CAAB's Accomplishments & Goals document, while additional information is available on the CAAB flyer. Glen read the current statement. Johnnie was asked to combine the current mission statement with the language on the CAAB flyer and send it to CAAB members for review and future discussion.

d.) CAAB Logo – Mike noted that CAAB had previously used a City logo file with the words “Community Affairs Advisory Board” superimposed on it, but should CAAB have a formal logo? Johnnie stated that the City’s P/R firm created the current city logos files. Mike suggested something like the current city logo with an additional outer circle that reads “Community Affairs Advisory Board”. Harrison volunteered to create a draft CAAB logo utilizing the current city logo to bring back to CAAB (but noted that tampering with trademarked logos can be problematic) and ultimately submit to City management for approval.

- **COMMUNICATIONS TO COMMISSION:** None were noted.
- **BOARD MEMBER REPORTS AND REQUEST FOR AGENDA ITEMS:**
Robert wanted to note for the record, since it was brought up at the last Commission Meeting, that he and Carvelle are in a personal relationship, but in no way violate Sunshine Law and never discuss any CAAB matters outside of a CAAB meeting. Mike: next meeting items – CAAB Mission Statement and CAAB logo.
- **NEXT SCHEDULED MEETING DATE:** Wednesday, September 1, at 7pm – Chambers/ZOOM hybrid. Johnnie noted that Jasmen had previously notified him that she would be out of the country for the September meeting – Jasmen confirmed.
- **ADJOURNMENT:**
Michael adjourned the meeting at 8:35p.m.

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

Adopted 9/1/21; Attested to by: _____
Johnnie Goodnight, Staff Liaison/Secretary