



Diane Collier
Chair

Angel D. Mescain
District Manager

COMMUNITY BOARD ELEVEN

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Office Oversight Committee Minutes Monday, February 18, 2016 – 6:00 PM Board Office

*** Minutes ***

- Present:** Jose Altamirano, Judith Febbraro, Neil Flynn, Marissa Mack, Frances Mastrota, Candy Vives-Vasquez, Diane Collier (ex officio), Angel Mescain (staff)
- Excused:** none
- Absent:** James Garcia, La Shawn Henry
- Guests:** Jewel Jones, Nilsa Orama, Holley Drakeford, Brodie Enoch

1. Call to Order – Adoption of Agenda

- a. Frances Mastrota made a motion to adopt the agenda, which was seconded by Marissa Mack and passed. The meeting started at 6:01 p.m.

2. Discussions & Presentations

a. Treasurers Report

Marissa is in the process obtaining additional information and hopes to present a formal report for the next oversight committee meeting. Providing a report is dependent on receiving the necessary information.

Angel Mescain, the office manager apologized due to competing tasks and his recent flu, he has not obtained the requested information.

b. Former Oversight Chair

Jewel Jones the current secretary and the former oversight chair provided historical information regarding the oversight's previous mission and responsibilities.

The board president stated while not included in the written mission, the oversight committee previously managed the CB-11's quarterly newsletter, which has not been issued in several years. The committee members agreed that CB-11 needs to enhance its social media; however, there was not agreement if the management of social media would be the responsibility of the oversight committee.

The current chair and co-chair will use the historical data as a basis for updating the committee's mission and committee responsibilities.

3. New Business

None

4. Old Business

a. Time Warner Service

There is an ongoing citywide issue regarding the Verizon land line wiring. Many buildings, including the CB-11s office, have copper wiring versus fiber optics. Diane Collier and Angel Mescain are working with the City to address the issue at the office level. The NYC agency responsible for potentially changing vendors has been nonresponsive.

b. Discretionary Funding Requests

The office manager reached out to the committee chairs for recommendations. Two of the requests were either in the current budget and/or for an item the office already owns. Two other requests related to community outreach will be proposed.

5. Announcements

There were several announcements regarding the passing of previous board members and/or family members of board members. The board president had already provided the information to full board via emails.

6. Adjournment

Jose Altamirano made a motion to adjourn which was seconded by Frances Mastrota and passed unanimously. The meeting was adjourned at 7:00 pm

Minutes prepared by Neil Flynn, Chair