



Diane Collier  
**Chair**  
Angel D. Mescain  
**District Manager**

## COMMUNITY BOARD ELEVEN

BOROUGH OF MANHATTAN  
1664 PARK AVENUE  
NEW YORK, NEW YORK 10035  
TEL: (212) 831-8929/30  
FAX: (212) 369-3571  
[www.cb11m.org](http://www.cb11m.org)

### Office Oversight Committee Minutes Thursday, December 15, 2016 – 7:00PM Board Office

#### \*\*\* Minutes \*\*\*

**Present:** Judith Febraro, Jewel Jones, Marissa Mack, Edwin Marcial, Debbie Quinones, Diane Collier (ex officio), Angel Mescain (staff)

**Excused:** Candy Vives-Vasquez

**Absent:** Lilybelle Gonzalez

**Guests:** Frances Mastrota

1. Call to Order
2. Discussions/Presentations
  - a. Review of candidate applications for the Assistant District Manager position and final decision on recommendation to hire  
Committee members discussed the top scoring candidates, namely Stefano Trevisan and Eric Rivera. There was also some discussion of candidate Julia Carey. The decision-making process consisted of a discussion of their merits along with inadequacies, reference results were discussed along with a review of reference documents, and a review of scoring sheets. The members ultimately decided on a final candidate and a motion was made to recommend the hiring of Stefano Trevisan as assistant district manager. Mr. Trevisan would then be contacted and the offer of the position made. In the event of his declination an offer would then fall to the next top scoring candidate. Lastly, there was discussion of the salary. Per our job notice, the salary was listed as \$45k or commensurate with experience. Members discussed that if engaged in salary negotiations, there would be a cap – taking into consideration budgetary constraints.

**Holley Drakeford made a motion to recommend the hiring of Stefano Trevisan as Assistant District Manager. The motion was seconded by Marissa Mack and passed with one opposed (Marcial).**

3. Old/New Business
4. Adjournment

**Debbie Quiñones made a motion to adjourn the meeting which was seconded by Edwin Marcial and passed unanimously. The meeting was adjourned at 7:50 p.m.**

Minutes prepared by Jewel Jones, Chair