

# South Orange Village Center Alliance

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Bob Zuckerman, *Executive Director*

Melissa Hodge, *Events and Operations*

## Board of Directors

Steven Pedigo

Mark Murphy

Mark Hartwyk

Deborah Engel

Courtney Bryan

Cat Fisher

Danny Harrison

Jonathan Javins

Michael Maza

Leslie Pogany

Sunny Uberoi

Matt Wonski

Ruth Zamoyta

Fahim Abedrabbo

Steven Schnall

Adam Loehner

## Open Minutes

April 24, 2019

A regular meeting of the South Orange Village Center Alliance was held at Village Hall offices at 76 South Orange Avenue on April 24, 2019 and called to order by Vice Chair Murphy at 8:32 a.m. The meeting was certified by Director Engel as being duly advertised.

### Meeting Notice Statement:

Adequate notice of this meeting has been provided to the press in accordance with the Open Public Meetings Act, N.J.S.A 10:4-6. In addition, notice of this meeting was posted in Village Hall and on the Village's website, and has been filed by the Office of the Village Clerk. Official action may be taken.

A roll call of those in attendance was taken.

**Present:** Mark Murphy, Mark Hartwyk, Deborah Engel, Courtney Bryan, Cat Fisher, Danny Harrison, Jonathan Javins, Michael Maza, Leslie Pogany, Matt Wonski, Steven Schnall, Sunny Uberoi

**Also Present:** Hannah Zollman (Consultant)

**Absent:** Adam Loehner, Fahim Abedrabbo, Danny Harrison

**Public:** Alyssa Aronson (Resident)

**Next Meeting Date:** May 22, 2019

### **Building Dept Notice**

Anthony Greci stated that they inspected all sidewalks on Irvington, Valley, SO Ave. and notices regarding any repairs needed will be sent out to the property owners (Owners are responsible.) They will have 30 days to secure a contract for the repairs and the materials need to be the same. Trustee Schnall asked if there was a list of material sources.

### **Adoption of the Open Minutes for March 20, 2019:**

A motion was made by Director Murphy and seconded by Director Hartwyk to approve the Open Minutes for March 20, 2019, all were in favor.

### **Executive Director Search**

Director Bryan and Consultant Hannah Zollman walked through the selection committee process. The job description will go live on the website today.

Moving to a selection committee with the following group: Courtney Bryan, Deborah Engel, Mark Hartwyk, Michael Maza, Mark Murphy, Leslie Pogany, TBD liaison from BOT.

Timeline and Interview Process:

April 22: Job Posting

May 15: Applicant deadline

Week of May 20: Phone Screens (10-12 candidates)

June 3 & June 4: Interview with Selection Committee (2-5 candidates)

June 10: Reference checks & writing samples

June 19: Candidate Presentations at board meeting

June 26: Meet and Greets with key stakeholders (businesses, trustees, village directors, SOVCA staff)

Week of June 27: Make Offer

August: Start date and onboarding

Integrity of process and transparency is extremely important. As such, Hannah Zollman will manage the process and be communications point. We will receive guidance from Jef Buehler from Main Street NJ. In addition to a non business owner chairing (Director Bryan) and a multi-layer interview process, a rating system will be defined as well as a recusal process due to conflict of interest.

Compensation will be somewhat flexible based on experience and need. Health benefits may be negotiated. Interested applicants should send .pdf resume, cover letter with salary expectations to: [EDsearch@sovillagecenter.org](mailto:EDsearch@sovillagecenter.org).

The board proceeded with an exercise to determine the “must haves.” The Directors were asked to rank the following: stakeholder engagement, fundraising, operation management, business support and expansion, community and outreach, beautification. Then they were asked what is the bar for success? Answer for each category: The new ed must be able to ... “

Each small group reported on their rankings and sentences. There were many similarities amongst the group.

### **Reusable Bag Ordinance Discussion**

A task force has been formed to work with the Environmental Commission on a new draft of the reusable bag ordinance which will now be presented to the BOT in June 2019.

### **Committee + Events Reports**

#### **Beautification:**

Lustbader window installation is complete; thank you to Director Hartwyk on his work. Spiotta Park landscape project is ongoing. Musical instruments and play features - an artist will repair and repaint the existing animals and instruments in Spiotta Park and new mallets will be purchased. The artist may also stain the benches. Music Walk passageway - 6 submissions received. Director Pogany brought up the lights again where the money was funded by business owners. Director Engel mentioned that the art walk RFP was not properly promoted and noted a fail in using this to SOVCA's PR advantage. Planters were removed on Valley; Spiotta Park was power washed yesterday. A survey of all planters was taken, they are being cleaned, and will be put out in front of buildings. There are not enough planters to go up from Valley to Prospect St. Chair Pedigo asked for a quote on buying new planters to extend up to our entire business district. Chair Pedigo said we will reach out to our PR consultant regarding a release. Parklet will be installed on Friday in front of Reservoir.

#### **Events:**

Food Stroll: This weekend. Melissa is spearheading. Director Engel asked everyone to please share the FB event on their pages. Event runs 4-7pm. Proceeds are split between the local businesses.

UnderCover Festival: Sat June 1. Beer Garden. 4-10pm. Hannah Zollman put together a fundraising deck. Press release going out today or tomorrow. 6 week pr plan. Fundraising up to 8K. Goal is 10-12k.

### **Executive Committee Officers and Board Positions**

With 9 minutes left, there is not enough time to discuss and it will be tabled to May.

### **Public Comment**

Director Fisher motioned and Director Harwyk seconded opening public comment. No questions from the public. Director Hartwyk motioned and Director Fisher seconded to close public comment.

**Adjournment:** There being no further business to discuss, a motion to adjourn was made by Director Hartwyk and seconded by Director Fisher; all were in favor. The meeting adjourned at 9:52 a.m.