

**Wallingford Center Inc.
Meeting Minutes
October 10, 2023
Wallingford Hubcap
128 Center Street, Wallingford, CT
5:30 in person**

Board members present : Jeffrey Knickerbocker, Nikki Trocchio, Rob Webb, Leah Maselli, Alison Cady, Mike Brunjes, Chris Kingston, Linda Adamo

Absent: Marge Abbagnaro, Bruce Conroy, Nathaniel Bottone, Wesley Krombel, Candy Grana and Joan Ives-Parisi

Guests: Nick Lombardi

Meeting was called to order at 5:30 by President Jeffrey Knickerbocker.

A motion was made to appoint Linda Adamo as temporary secretary for the meeting by Nikki, seconded by Leah, motion passed.

A motion to accept the minutes from the September 5th regular meeting was made by Nikki, seconded by Leah, motion passed.

No treasurer report was presented at this meeting.

Nick Lombardi was a guest at the meeting. He owns One Source Bldg Management Company. Nick is interested in joining the board as he is very invested in the happenings in downtown.

Celebrate Wallingford was a huge success. The Beer Garden went well, the food was plentiful, and thousands attended the event despite a little rain on Saturday. Liz will set up a meeting with Fire Marshal Brian Schock and Officer Colavolpe to go over any changes we may need for next year. We need to advertise the no dog/no bike rule better in the future.

A new Holiday Stroll banner needs to be purchased, as the old one was destroyed by the weather last year. Cost of the new banner is \$1100.00. A motion to purchase the banner was made by Alison, seconded by Nikki, motion passed.

WCI is in need of a Social Media/Administrative Assistant. Added to the Social Media job description: Pursue digital advertising opportunities as appropriate. Added to the Skills and Qualifications: Be proficient in Social Media and Web platforms as well as emergent in other technologies. A motion to pass the job description with these adjustments was made by Alison, seconded by Mike, motion passed.

A motion was made by Chris to empower Liz to post, advertise and hire a person for the Social Media/Administrative Assistant position, seconded by Leah, motion passed.

Leah made a motion to increase Stephanie's hours up to 20 hours a week to assist Liz until the SM/Adm. Asst. the position is filled, seconded by Chris, and the motion is passed.

A bench in Simpson Court needs to be replaced, costing \$1500. A motion to purchase the new bench was made by Alison, seconded by Leah, motion passed.

Seasons of Celebration moved to the November agenda.

Research will be done on having a separate business cell phone for WCI.

Joan Ives-Parisi wants to step down as a full board member and be an alternate. A motion to accept was made by Jeff, seconded by Nikki, and the motion passed.

No Executive Director Report.

Hubcap has been updating the office with new paint, new rugs, and new furniture. They held a Manufacturing Job Fair and it was very well attended.

Wallingford Arts Council is continuously working to build the Arts programs and put the events on the community calendar so more people can attend.

The Community Resource is a group of people in town who meet, work together and support each other on ways to help their business grow.

A motion to adjourn at 6:40 was made by Alison, seconded by Mike, and the motion was passed.

Respectfully submitted.

Temporary Secretary

Linda Adamo