

CHEFA COMMUNITY DEVELOPMENT CORPORATION  
SPECIAL MEETING OF BOARD OF DIRECTORS  
Minutes of Board Meeting  
November 18, 2020

A Special Meeting of the Board of Directors (the “CDC Board”) of CHEFA Community Development Corporation, a Connecticut nonstock Corporation (the “Corporation” or “CHEFA CDC”) was held via teleconference on Wednesday, November 18, 2020.<sup>1</sup>

PRESENT: Peter W. Lisi  
Michael Angelini  
Lawrence Davis  
Darrell V. Hill (*Designee for CT State Treasurer Shawn T. Wooden*)  
Barbara B. Lindsay, Esq.  
Dr. Estela R. Lopez  
Susan Martin  
Mark Varholak

ABSENT: Kimberly Kennison (*Designee for Melissa McCaw, OPM Secretary*)  
Alan Mattamana

ALSO, PRESENT: Jeanette W. Weldon, Executive Director, CHEFA CDC  
Denise E. Aguilera, General Counsel, CHEFA  
Debrah Galli, Manager, Administrative Services, CHEFA  
Daniel Giungi, Communications and Government Affairs  
Specialist, CHEFA  
Daniel Kurowski, CHEFA CDC Program Manager  
Joanne Mackewicz, Controller, CHEFA  
Michael F. Morris, Managing Director, CHEFA  
Cynthia D. Peoples-H, Managing Director, CHEFA  
Betty Sugarman Weintraub, Grant Program Manager, CHEFA  
Kara Stuart, Administrative Services Assistant, CHEFA

GUESTS: Ann Zucker, Partner, Carmody Torrance Sandak & Hennessey LLP

There being a quorum of the Directors present for the purpose of transacting business, the meeting of the CDC Board was called to order at 3:15 p.m. by Chairperson Peter W. Lisi. Debrah Galli acted as the Secretary of the meeting and recorded the minutes.

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<sup>1</sup> All attendees participated in the meeting via conference telephone that permitted all parties to hear each other

**APPROVAL OF MINUTES**

Mr. Lisi requested a motion to approve the minutes of the September 16, 2020 meeting of the Board of Directors. Mr. Angelini moved to approve the minutes, which was seconded by Mr. Varholak.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		
Darrell V. Hill		
Barbara B. Lindsay		
Estela R. Lopez		
Susan Martin		
Mark Varholak		

**ADVISORY BOARD REPORT**

Mr. Kurowski reported that an advisory board meeting was held on November 5, 2020, and was well attended by the members of the advisory board. Mr. Kurowski said that the purpose of the meeting was to present an overview of the New Markets Tax Credit (NMTC) awards, what Staff is planning to do to improve CHEFA CDC’s chances for success, its planned activities for FY 2021, and the Connecticut NMTC Program proposal.

Mr. Kurowski stated that the Advisory Board members appreciated the efforts to bring critical resources to Connecticut’s nonprofits and they look forward to hearing more.

Mr. Kurowski said that a change would need to be made to the Advisory Board meeting minutes. Ed Bonilla, from Middlesex United Way, was not identified as being absent from the meeting. Mr. Bonilla is no longer with Middlesex United Way and we will be seeking to remove him from the board and replace him with Christina Heckart.

Staff is asking for the board to accept the Advisory Board Report, with change to the meeting minutes to include Ed Bonilla as being absent from the meeting.

Mr. Lisi requested a motion to approve the Advisory Board Report and Advisory Board minutes with the correction as noted by Mr. Kurowski. Dr. Lopez moved to approve the report and minutes, which was seconded by Ms. Lindsay.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		
Darrell V. Hill		
Barbara B. Lindsay		
Estela R. Lopez		
Susan Martin		
Mark Varholak		

**OTHER BUSINESS**

**Proposed Board Schedule CY 2021**

Mr. Lisi requested a motion to approve meeting dates for CY 2021. Ms. Martin moved for approval and Mr. Davis seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		
Darrell V. Hill		
Barbara B. Lindsay		
Estela R. Lopez		
Susan Martin		
Mark Varholak		

**CHEFA CDC Updates**

Mr. Kurowski stated that as required by the CHEFA CDC ethic policy, its board members must receive ethics training at least once a year. Such training may take place at a CHEFA Board Meeting. At today’s CHEFA Board Meeting, ethics training was conducted by the Office of State Ethics. This training satisfied the ethics training requirement of the CHEFA CDC ethic policy. Mr. Kurowski said that at the CHEFA Board Meeting, staff presented its legislative agenda for the upcoming session. The legislative agenda includes a proposal to create a Connecticut New Markets Tax Credit Program, which would be administered by CHEFA CDC. Mr. Kurowski said

that in order to support its legislative outreach, Staff will be seeking to form a coalition which we will be initially asking our advisory board members to consider joining. Mr. Kurowski continued to say that by forming a coalition of support, CHEFA CDC will be able to demonstrate to legislators the support for this program from representatives of Connecticut’s low-income communities across the state.

Mr. Kurowski stated that in the meeting handouts contains an Advisory Board Appointment letter for Christina Heckart and her bio. Mr. Kurowski stated that since Ed Bonilla is no longer employed at Middlesex United Way we are seeking his removal from the Advisory Board and the appointment of Christina Heckart. The board does not need to vote on this as the board chair has the authority to appoint members to the advisory board.

**ADJOURNMENT**

There being no further business, Mr. Lisi requested a motion to adjourn the meeting of the Board of Directors. Mr. Hill moved to adjourn the meeting and Dr. Lopez seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		
Darrell V. Hill		
Barbara B. Lindsay		
Estela R. Lopez		
Susan Martin		
Mark Varholak		

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Debrah Galli  
Acting Secretary