

## Community Relations Committee Emergency Meeting

Virtual Meeting Held via Zoom

October 3, 2023

Minutes

### **Call to Order: 7:02 PM**

**Attendance:** Gabbi Jones, Hilary Bradley, Melissa Castan, Vanessa Milton, Amanda Boone, Maddy Thring (PMP)

**Absent:** John Fernandes

**Resident Participation:** None

- Fall Fest Desserts
  - Background of situation was explained by Gabbi.
  - Motion made by Amanda for CRC to continue to move forward with The Chocolate Chick contract for the budget not to exceed \$3637.41.
    - Melissa seconded the motion. Motion is open for discussion.
    - Vanessa presented questions: Did CRC do their due diligence, are there audits that occur after the fact, who reviewed the quotes, how did this get documented?
    - Gabbi answered: Usually, the CRC committee would review the quotes, but in this situation, there was not time to vote. Regarding audits, yes, PMP is audited annually by a 3<sup>rd</sup> party auditor. There is no rule against a committee member owning a company and receiving a contract. PMP and CRC have done their due diligence by reaching out to multiple funnel cake vendor options, and using The Chocolate Chick has been an emergency option.
    - Melissa added that CRC did get and attempt to get quotes, and this was documented.
    - Gabbi stated that CRC's minutes are not yet public, and that's where this topic was discussed.

Gabbi called the vote. The motion was approved 4-0 with 1 abstention with 5 members present.

### **Adjournment: 7:25 PM**

- **Motion made by Amanda Boone**
- **2<sup>nd</sup> Motion by Melissa Castan**
- **Unanimous approval.**