



**MINORITY, WOMEN & EVANSTON BUSINESS ENTERPRISE (M/W/EBE)
DEVELOPMENT COMMITTEE**

Wednesday, November 17, 2021
5:00 P.M. (Virtual)
Meeting Minutes

MEMBERS PRESENT: Councilmember Peter Braithwaite, Councilmember Bobby Burns, Jared Davis, Angela W. Pennisi, Kemone Hendricks, Michael McLean, Bonaventure Fandohan, and Nasutsa Mabwa

MEMBERS ABSENT: Councilmember Devon Reid and Jesus Vega

STAFF PRESENT: Hitesh Desai Chief Financial Officer/Treasurer and Purchasing Manager Tammi Nunez

PRESIDING MEMBER: Councilmember Peter Braithwaite

1. DECLARATION OF A QUORUM

With a quorum present at 5:03 PM Councilmember Braithwaite leads the meeting but a record of time of the call to order is unavailable. Councilmember Braithwaite motioned to suspend the rules to permit members to convene via a virtual meeting. Seconded by Michael McLean and approved 8-0 (roll call taken).

2. APPROVAL OF MINUTES

Councilmember Braithwaite motioned to approve the Minutes as presented from September 15, 2021. Jared Davis provided an amendment to the minutes, stating he was not present because he did not receive notification of the meeting due to his email address. Motion passed unanimously 8-0 (roll call taken).

3. GUEST INTRODUCTIONS

No Guest

4. OLD BUSINESS

No old business

5. STAFF REPORTS

A. M/W/EBE and LEP Tracking Report

Tammi Nunez stated that the report remains the same from the September 15, 2021 meeting and has not been reassigned to another individual. Hitesh Desai added that Kimberly Richardson Deputy City Manager is currently working on whom to assign this duty to. M. McLean inquired if the correction to the GL

account (from ED GL account back to LEP penalty account) had been completed. Councilmember Braithwaite said that he will consult staff about the matter and have an answer at the next meeting.

6. NEW BUSINESS

A. MWEBE 2022 Memo Meeting Schedule

The 2022 meeting schedule was presented to the committee to occur via video conference on a bi-monthly basis. M. McLean would like to have a discussion about the effectiveness of convening bi-monthly as oppose to on a monthly basis. Councilmember Braithwaite proposed meeting in person as of January 2022 and pushing back the start to 6-6:30 PM. Councilmember Braithwaite motioned to make an amendment to the 2022 meeting schedule to meet in person every third Wednesday of the month at 6:00 PM as of January 2022. Seconded by M. McLean. Motion passed unanimously 8-0 (roll call taken).

7. OTHER BUSINESS

A. Follow Up on 20k and Under Spend Report

No discussion.

B. Rebuilding Warehouse Request

Councilmember Braithwaite stated that an investment of over \$40,000 has been made to Rebuilding Warehouse and they still have an application pending. Committee members showed interest in moving meeting location to visit Rebuilding Warehouse. Committee update schedule for March 2022.

C. Stats of LEP Program

H. Desai stated that previous LEP Balance reported by Accounting was \$73,352.00 with a current balance of \$57,722.59. Councilmember Burns stated that the LEP program needs to be revisited. Councilmember Braithwaite stated the LEP program discussion will be prioritize in the January 2022 meeting and will work with staff to get an updated LEP list and meet with the members of that group in March or April of 2022 to find out if the program is performing properly. LEP Program Committee update schedule for January 2022 agenda and LEP Group update April 2022.

D. Northwestern Business Incubator

Councilmember Braithwaite posed the question to Nasutsa Mabwa if the Chamber is in communication with Northwestern or if this is solely coming out of Dave Davis's office. N. Mabwa said 99.9% is coming out of D. Davis's office. N. Mabwa shared the news that she will be the President of the Executive Board of Directors for the Chamber of Commerce as of January 2022. Councilmember Braithwaite asked for an update in February from the Chamber. Committee members showed interest in moving meeting location to visit the Northwestern Business Incubator. Committee update schedule for February 2022.

8. ADJOURNMENT

Councilmember Braithwaite motioned the meeting be adjourned at 6:PM, seconded by N. Mabwa. Motion carried unanimously.