



**THE CITY OF NEW YORK**  
**BRONX COMMUNITY BOARD 6**  
**1932 Arthur Avenue, Room 403-A, Bronx, NY 10457**

Telephone: (718) 579-6990 Fax: (718) 579-6875 Email: [bronxcb6@bronxcb6.org](mailto:bronxcb6@bronxcb6.org)

*Honorable Vanessa L. Gibson, Bronx Borough President*

*Honorable Oswald Feliz, New York City Council Member*

MS. EVONNE CAPERS  
Board Chairperson

MR. RAFAEL MOURE-PUNNETT  
District Manager

**Executive Committee Meeting Minutes**

Wednesday, December 6, 2023

Evonne Capers, Board Chairperson

The Executive Committee met on December 6, 2023 at the district office and via Zoom Audio and Video Conference and in-person at the district office. The following board members were present: Michael Caraballo, Evonne Capers, Nicole Carter, Margarita Espinosa, Laura James, Maria Latimer, Lamont Parker, Carmen Rivera, Samsondeen Raheem, Carol Robinson, and Gil Simmons.

The Youth and Education Committee discussed the following information:

- **Disciplinary Committee's Removal Procedures**

The Executive Committee was informed that the Disciplinary Committee shall process complaints regarding Board Member conduct, providing the complainant and subject of complaint with due process, and shall be responsible for enforcing the Community Board's attendance policy. The Executive Committee was informed that the Disciplinary Committee has taken into account excused versus unexcused absences, despite there being no mention of excused absences in the bylaws. The Disciplinary Committee does not want to remove members for being out sick or dealing with personal emergencies but believes that individuals who do not notify the office in advance will be held accountable. The Disciplinary Committee may also place a person on probation for violating attendance rules. The Disciplinary Committee will issue a report to the Community Board notifying the Board Member's probationary period. If the Disciplinary Committee resolves to make a motion for removal, the Disciplinary Committee will issue a letter to the Community Board outlining the violation of attendance policy and present it at a Community Board meeting. The Disciplinary Committee may then present a motion for Board Member's removal at the following Community Board meeting for a vote.

The Executive Committee was also informed that the Disciplinary Committee will also accept complaints regarding board member conduct in writing by e-mail, postal mail or hand delivery, to either the Disciplinary Committee or a Board Staff Member. The Disciplinary Committee will accept complaints in writing by e-mail, postal mail or hand delivery, to either the Disciplinary Committee or a Board Staff Member. The Disciplinary Committee shall investigate complaints received as necessary. The Disciplinary Committee will issue a report to the Community Board of their findings and determination on whether the Board Member is in violation of Community Board's policy. The Chairperson of the Disciplinary Committee shall contact the Community Board's office to place any recommendations for removal on a Community Board meeting agenda for a vote.

The Disciplinary Committee drafted a template form for board members to request leave of absence, which Board Members will use moving forward. District Manager Rafael Moure-Punnett, clarified for Board Members that when someone is on a leave of absence, they still count the number needed for quorum as written in the City Charter. This cannot be amended through the By-Laws because it is a requirement of the City's constitution. Disciplinary Committee chair Lamont Parker noted that members must attend a minimum of 5 board meetings and 5 committee meetings in a year despite any leaves.

- **Discussion of Citywide zoning text amendment for Economic Development**

The Executive Committee was informed that the City plans to modernize and update our City's zoning regulations to support small businesses, create affordable housing, and promote sustainability – part of Mayor Eric Adams' vision for a more inclusive, equitable "City of Yes." The Executive Committee agreed that the Economic Development Committee should discuss the 18 points in the City of Yes's proposal at their committee meeting on December 20, 2023. After it has been discussed and review by the Executive Committee, the Board will vote on the matter at the January Community Board meeting on January 10, 2024. The Board will miss the 60-day period to submit their comments to the Department of City Planning, however they will ensure Council Member Oswald Feliz gets their written comments after the Community Board votes in January.

- **Discussion on Gift Cards and Incentives for Public Participation at Meetings**

The Executive Committee was informed that the Neighborhood Initiatives Development Corporation (NIDC) provided twenty \$50.00 gift cards for fulfilling the contract deliverable by cohosting the People's Money Idea Generation Session. The Executive Committee would like to use the gift cards towards purchasing food for the Community Board meetings besides as an incentive for public participation.

- **Discussion on the Community Board's Toy Drive and Holiday Party**

The Executive Committee was informed that the Community Board will not be hosting their individual toy drive this year instead they will sponsoring the 48<sup>th</sup> Precinct Community Council's toy drive. The 48<sup>th</sup> Precinct Community Council has asked for candy and toys. A motion to purchase \$500 of toys and candy for the 48<sup>th</sup> Precinct Community Council's Holiday Toy Giveaway was made Mr. Lamont Parker, seconded by Ms. Carmen Rivera, and unanimously adopted.

The Executive Committee was informed that the Board Member and Staff Holiday Party will be held on Friday, December 15, 2023 at 6:30 PM at the district office.