



The City of New York
BRONX COMMUNITY BOARD #1

3024 THIRD AVENUE
BRONX, NEW YORK 10455
(718) 585-7117 • Fax (718) 292-0558 • Email: BX01@CB.NYC.Gov

Serving and Representing: Port Morris, Mott Haven and Melrose



VANESSA L. GIBSON
BOROUGH PRESIDENT

PAOLA M. MARTINEZ
CHAIRPERSON

ANTHONY R. JORDAN
DISTRICT MANAGER

Executive Committee Minutes

December 16th, 2025

Paola Martinez, Chairperson

DRAFT

Meeting Start and Agenda Approval

- Chairperson Paola Martinez apologizes for the late start due to an emergency call and mentions food is still available.
- The agenda includes old business, calendar sharing for 2026, bylaws revision, and new business.
- Chairperson Paola Martinez acknowledges the recent fire at Mitchell houses, affecting 15 families and 60 people.
- District Manager Anthony Jordan is given time to update on the fire and donation from BJs.

Fire Incident Update and Toy Distribution

- District Manager Anthony Jordan provides details about the fire at 439 East 138th Street, affecting 15 families and 62 people.
- The Community Board responded, and families were relocated to shelters by the Red Cross.
- Yankees Wonderland tickets were distributed to families, and 110 families received Christmas toys.
- The toy drive is scheduled to end on the 18th, with a registry for donations under \$25.

Discussion on Toy Drive and Community Outreach

- Chairperson Paola Martinez discusses the need for more toys for the Mitchell houses, with 900 kids needing toys.
- District Manager Anthony Jordan mentions the importance of planning toy drives early and the challenges of securing donations.
- Member Brenda Goodwin raises concerns about community notification and the need for better outreach.
- Chairperson Paola Martinez emphasizes the importance of planning and collaboration with local institutions for future toy drives.

Community Board's Role and Future Planning

- Chairperson Paola Martinez and District Manager Anthony Jordan discuss the importance of planning events and outreach activities.
- The need for better communication and collaboration with community partners is highlighted.
- Member Dalourny Nemorin suggests focusing on immigration training and other community needs.
- The discussion includes the importance of having a clear plan and strategy for community events and outreach.

Challenges and Solutions for Community Engagement

- Member Brenda Goodwin emphasizes the need for community chairs to take responsibility for outreach and recruitment.
- Member Dalourny Nemorin discusses the challenges of organizing events and the importance of collaboration.
- The need for better communication and coordination among committee chairs is discussed.
- The importance of having a clear plan and strategy for community events and outreach is reiterated.

Immigration Training and Community Support

- Member Dalourny Nemorin suggests organizing immigration training sessions and collaborating with legal service providers.
- The need for better outreach and education on immigration issues is emphasized.
- The discussion includes the importance of having a clear plan and strategy for community events and outreach.
- The role of the Community Board in supporting community needs and providing resources is highlighted.

Meeting Conclusion and Next Steps

- The importance of planning and coordination for future events and outreach activities is reiterated.
- The need for better communication and collaboration among committee chairs is emphasized.
- The discussion includes the importance of having a clear plan and strategy for community events and outreach.
- The meeting concludes with a focus on supporting ongoing initiatives and planning for future activities.

Scheduling and Holiday Adjustments

- Member Marilyn Pena and Chairperson Paola Martinez discuss the need for more volunteers and support.

- District Manager Anthony Jordan clarifies the dates for Martin Luther King Day and the Executive Committee meeting, noting the 19th as a federal holiday.
- Chairperson Paola Martinez and District Manager Anthony Jordan discuss moving the Executive Committee meeting to the 20th or 21st due to the 19th being a holiday.
- Member Argelia Ortiz and District Manager Anthony Jordan confirm the availability of the 20th and 21st for the Executive Committee meeting.

President's Day and Other Holidays

- Chairperson Paola Martinez and District Manager Anthony Jordan discuss President's Day on February 16th and the need to adjust the calendar.
- Member Dalourny Nemorin recommends moving the Health and Human Services meeting to the 9th due to President's Day.
- District Manager Anthony Jordan mentions Ash Wednesday on the 18th as a significant date, though not an official city holiday.
- The discussion includes the lack of holidays in March and April, except for Easter.

Iftar Event and Community Engagement

- District Manager Anthony Jordan and Chairperson Paola Martinez discuss the Iftar event scheduled for March 20th.
- Chairperson Paola Martinez suggests involving Diana Leonard in coordinating community events for January, February, and March.
- The board discusses the importance of being part of various events and the need for proper communication.

Attendance and Committee Protocols

- Chairperson Paola Martinez and District Manager Anthony Jordan discuss the need for proper protocols for new members.
- District Manager Anthony Jordan explains the new attendance requirements and the process for unexcused absences.
- The board discusses the importance of having quorum for meetings and the need for proper communication.
- District Manager Anthony Jordan emphasizes the need for new calendars reflecting the updated dates and times for meetings.

Proposed Bylaws and Personnel Responsibilities

- District Manager Anthony Jordan presents proposed revisions to the bylaws, including changes to committee structures and attendance requirements.
- Member Dalourny Nemorin expresses concerns about the concentration of power in the District Manager's role.

- Member Ngande Ambroise suggests involving the executive office in decision-making to ensure fairness and accountability.
- The board discusses the need for a universal policy for community boards, as recommended by the borough president's office.

Voting and Adjournment

- The board votes to accept the new attendance requirements and protocols for committee meetings.
- Member Dalourny Nemorin and Member Ngande Ambroise express concerns about the personnel section and the need for a clear policy.
- 1st Vice Chair Josephine Fernandez-Byrne motions to accept By-Law Revision recommendations in Article 3 (Members) and Article 6 (Committees). The motion was seconded by Member Dalourny Nemorin.
- The Executive Committee decides to table the proposed Article 7 (Personnel) on personnel issues for further discussion.
- Member Marilyn Pena makes a motion to adjourn the meeting, which is seconded and approved by the board.

Action Items

- Publish and circulate the updated January–March calendar (adjust meeting dates for MLK/Presidents Day and reflect committee event changes)
- Call the company/donor to confirm delivery of 1,000 toys and coordinate drop-off to the Community Board office (call Anthony first before accepting delivery)
- Touch base with Danny about Mitchell Houses/NYCHA follow-up and next steps for tenant outreach or hearings
- Draft a letter for Mitchell Houses tenants requesting a rent credit/reduction (include legal language and circulate for board consideration)
- Call community partners to collect their January–March events for inclusion on the Community Board calendar