

**Brooklyn Community Board 9**  
**890 Nostrand Avenue**  
**Brooklyn, New York 11225**

**Economic Development Meeting Minutes**  
**February 9, 2026**

**Attendance (Board Members):** Vanessa Raptopoulos; Lisa Etienne; Felice Robertson

**Attendance (Community Resident Members):** Bruce Kirton

**Absent (Board Members):** Rohaan Menon

**Absent (Committee Resident Members):** Willa Thompson; Joyce Williams; Volney Joseph

**Guests:** Jacques Brunvil | Senior Liaison NYC Department of Small Business Services

**CB9 Staff:** Allison Henry, Community Associate

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1. Call to order
  - a. Meeting called to order at 7:09 PM.
2. Presentation by NYC Small Business Services (SBS)
  - a. Jacque from SBS provided an overview of the free services available to businesses and community members, including:
    - i. Business classes and Fast Track courses (held online twice per year)
    - ii. Lending assistance
    - iii. Legal assistance
    - iv. M/WBE certification assistance
    - v. Help navigating government processes
  - b. Residents can access these services by visiting [NYC.gov/SBS](https://nyc.gov/SBS), calling 88-SBS-4NYC, or visiting the 9 Bond Street office (open weekdays, 9:00 AM – 5:00 PM) for walk-in assistance or by appointment. All SBS services are free and recommended as a referral resource for business-related support.
3. Scavenger Hunt Planning
  - a. Flyer updates
    - i. The flyer was edited to reduce text and make it more appealing to business owners.
    - ii. Vanessa will finalize flyer updates.

- iii. The goal is to secure participation from 30-50 businesses.
- iv. The committee agreed to use stickers instead of stamps for participating businesses to simplify logistics.

b. Landing Page Updates

- i. Edits were made to the landing page; Dante will complete updates.

c. Approval and Distribution

- i. Once flyer and landing page updates are finalized, Vanessa will circulate materials to committee members for approval.
- ii. After approval, distribution will begin through:
  - 1. CB9 email blasts
  - 2. Elected officials' email lists (Vanessa will coordinate)

d. Outreach Assignments

- i. Vanessa – Flatbush Avenue
- ii. Lisa – Utica Avenue
- iii. Bruce – Upper Rogers Avenue
- iv. Willa – Lower Rogers Avenue
- v. The committee agreed that most outreach should be completed before the next meeting and noted the need for additional committee member participation to assist with workload.

e. Next Meeting Preparation

- i. Rough mark-up of the passport/scavenger hunt zine with participating business names included.
- ii. Outreach efforts underway.

4. Adjournment

- a. Meeting adjourned at 8:02 PM.