



**Special Board of Directors Meeting
(via Email)**

Monday, November 29, 2021

Board of Directors:

David A. Scharoun, Judge James H. Cecile, Shirley Copes,
Robert T. Tackman, Erich W. Shafer, Eric Caballero, Nicholas, J. DeMartino,
Paula Freedman, Charles E. Garland, Elizabeth Hakanson, Steve Hodgins,
Xander Hope, Pastor Phyllis Lee-Williams, Edward Perry, Tonia L. Thornton,
Patricia Usherwood Fitzpatrick, Jason J. Wallace.

**Request for Board Approval of the Contract for the new PEACE, Inc. Executive Director
Carolyn Brown.**

Board President David Scharoun received a draft contract from the Attorney working on Carolyn Brown's contract. On Friday, November 29, 2021, he forwarded the attached email and the draft contract to the Board of Directors, via email, requesting for full Board of Directors review.

Board President David Scharoun requested a motion to approve Carolyn Brown's contract if there are no concerns or objections. The motion was made by Judge James Cecile, seconded by Erich Shafer, and was unanimously approved by the full Board of Directors. All voted in favor. (See the attached email from the Board President David Scharoun, and all responses from the Board of Directors).



Connie Magunga <cmagunga@peace-caa.org>

URGENT - Please respond via email

1 message

Connie Magunga <cmagunga@peace-caa.org>

Mon, Nov 29, 2021 at 3:49 PM

To: "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

TO: PEACE, Inc. Board of Directors

The attached document, and the email below, requires your urgent attention. Please review & respond via email by the close of business on Thursday, December 2, 2021.

Thank you very much.

Connie.

----- Forwarded message -----

From: **David Scharoun** <dscharoun1@gmail.com>
Date: Mon, Nov 29, 2021 at 2:52 PM
Subject: Email to Board of Directors
To: Connie Magunga <cmagunga@peace-caa.org>

"Hello everyone; I hope you had a great Thanksgiving!

Last week I received a draft contract from the attorney working on Carolyn's contract. Carolyn and I reviewed the contract and she indicated that she is satisfied with it and will sign the document.

As you may recall, the Board of Directors voted unanimously to appoint Carolyn Brown as the new Executive Director, during a special board meeting held on August 17, 2021. Although the Board has already approved Carolyn's appointment, I wanted to share the content of the contract with the Board before I signed it.

Please review the (attached) contract and feel free to contact me with any questions or concerns. I should mention that the contract is similar to the one the Board had with Joe O'Hara, except it has been updated and modified to reflect the terms/conditions the Board agreed upon in our August 17, 2021 meeting.

Finally, if there are no major concerns or objections, I would like to request, a motion, second, and a full Board vote, through email, to approve the contract now, rather than waiting to do this at our December Board Meeting. We sent an email out to all of the staff last week advising them of Carolyn's appointment, retroactive to September 1, 2021, and once we have the contract signed the Executive Director search process will officially be over.

Thank you for your anticipated cooperation and assistance.

Dave"

EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is between Carolyn Brown ("Employee") and People's Equal Action Community Effort, Inc. ("PEACE"), a New York State not-for-profit corporation with a principal office at 217 South Salina Street, Syracuse, New York 13202. Employee and PEACE are collectively referred to as the "Parties" throughout this Agreement.

WHEREAS, Employee is currently employed by PEACE as its Executive Director and the Parties wish to clarify the terms of her employment. Therefore, in consideration of the mutual promises and consideration in this Agreement, the Parties agree as follows:

1. **Effective Date.** This agreement shall be retroactively effective to September 1, 2021 (hereafter the "Effective Date.")

2. **Employment Term.** PEACE agrees to employ Employee as its Executive Director for a period of three (3) years from the Effective Date (hereafter the "Initial Term") unless this Agreement is otherwise terminated as authorized below. If the Parties do not terminate the Agreement and the Initial Term of the Agreement expires, the Agreement shall automatically renew in successive one (1) year terms until the Agreement is terminated by one of the Parties.

3. **Job Duties & Responsibilities.** Employee shall report directly to the Board and shall perform all duties as directed or delegated by the Board and meet all other requirements of the Board consistent with her position as Executive Director. Employee shall attend all Board meetings and related committee meetings unless properly excused from attendance by the Board. Employee shall adhere to and enforce all PEACE policies and practices, including those established and approved by the Board. Employee shall be responsible for managing and collaborating with leaders and workers throughout the organization to ensure quality services are provided consistent with the organization's mission. A more detailed statement of Employee's key job duties is outlined in the Job Description attached as **Appendix A** to this Agreement, however, the Board may amend the Job Description at its sole discretion and assign other duties as deemed appropriate by the Board. Employee shall also be subject to all PEACE workplace rules and policies and this Agreement does not supersede or void the application of such rules and policies to Employee unless expressly stated otherwise in this Agreement.

Employee shall perform all job duties and responsibilities under this Agreement faithfully, diligently and competently and will devote substantially all her business time, energy, attention and skill to the services of PEACE and to promote its interests. Employee shall not, directly or indirectly, render services to any other entity or person for compensation without the prior written consent of the Board. Nothing herein prohibits Employee from providing limited services without compensation for civic or charitable activities or from maintaining passive personal business interests so long as the same require *de minimus* personal efforts by Employee, and do not interfere with the performance by Employee of her duties under this Agreement.

4. **Compensation.** Employee shall be paid an annual salary of \$150,000.00, which shall be prorated for any partial year and paid in equal bi-weekly installments on PEACE's

regularly scheduled payroll periods. Employee's salary will be reviewed annually by the Board and may be increased at the Board's sole discretion.

5. **Fringe Benefits.** While this Agreement is in effect, Employee shall receive the following benefits:

- a. **Health/Dental Insurance:** PEACE will pay the full monthly premium for health and dental insurance under its plan for coverage of Employee and her lawful spouse. If Employee elects not to enroll in said insurance plan, PEACE shall pay Employee an amount equal to the monthly premium it would have otherwise contributed to provide such health and dental insurance coverage. Such payments shall be issued as ordinary income subject to required tax withholdings.
- b. **Paid Time Off:** Employee shall be eligible for Paid Time Off ("PTO") in accordance with PEACE's PTO policy applicable to other employees, except that Employee will be entitled to a cash payout of up to a maximum of 150 hours of accrued but unused PTO when she ends her employment with PEACE. If Employee is terminated For Cause as defined below, then she will not be paid for accrued but unused PTO.
- c. **Travel Expenses:** Employee may use any available PEACE vehicle for the limited purpose of conducting official PEACE duties or business. Employee may also use her own personal vehicle to conduct official duties or business, if she maintains insurance on such a vehicle with coverage of at least \$100,000 in coverage for bodily injury and \$100,000 for the death of another person. Employee will be eligible for mileage reimbursement for official travel using her personal vehicle in accordance with PEACE's current vehicle use reimbursement policy.

6. **Termination.** This Agreement may be terminated as follows:

- a. **By Employee:** Employee may terminate the Agreement at any time for any reason after providing the Board at least ninety (90) days' advance written notice of her intent to resign. Employee may also terminate this Agreement for "Good Cause" after providing the Board at least 30 calendar days' advance written notice and any of the following occurred:
 - i. PEACE fails to pay Employee any compensation or benefits owed under this Agreement and such failure is not corrected within five (5) business days after written notice is provided by Employee to the Board.
 - ii. PEACE relocates Employee's primary workplace to any location that is more than thirty (30) miles from Syracuse, New York.
- b. **By PEACE:** PEACE may terminate the Agreement at any time for any reason after providing Employee at least ninety (90) days' advance

written notice. PEACE may immediately terminate the Agreement without prior notice "For Cause," for any of the following reasons:

- i. Employee's use, possession, distribution or being under the influence of any illegal substance or alcohol while working;
 - ii. Employee is convicted, charged or arrested of any crime that involves moral turpitude, fraud, misrepresentation, theft, the use, possession or distribution of illegal drugs, or would otherwise negatively impact PEACE's reputation or mission;
 - iii. Employee engages in fraud, misappropriation or embezzlement of PEACE funds or property;
 - iv. Employee engages in gross insubordination toward any Board member, willful misconduct or conduct that is materially injurious to the reputation or operations of PEACE;
 - v. Employee violates any material policy or agreement with PEACE;
 - vi. Employee fails to meet reasonable performance expectations and standards of conduct if the Board first provides Employee with advance written notice detailing such performance deficiencies and Employee fails to cure such deficiencies within 30 calendar days of receipt of such notice.
- c. Long Term Disability: PEACE may terminate this Agreement immediately upon Employee's Long-Term Disability ("LTD"). The term "LTD" as used herein means: (1) the inability of Employee to perform her normal and essential job duties with or without a reasonable accommodation, by reason of physical or mental illness or injury for a period which does or can reasonably be expected to last 90 consecutive days; (2) the adjudication of Employee as incompetent by a court of competent jurisdiction; or (3) Employee being permanently disabled under the terms of any disability policy maintained by PEACE. The determination of whether Employee has an LTD shall be made by the Board except as otherwise stated herein, and shall be binding and conclusive absent a showing of gross error or fraud. The determination of whether Employee's failure to perform is the result of a LTD as defined herein shall be made jointly by a physician selected by Employee and a physician selected by the Board (exclusive of Employee if she is a member of the Board). If the two physicians cannot agree they shall jointly select a third physician, whose determination shall be binding and conclusive absent a showing of gross error or fraud. Employee hereby agrees to submit to any reasonably requested physical examination and to any reasonable request for the release of medical records in connection with any determination under this provision.

7. Confidentiality. As the Executive Director Employee has access to sensitive and confidential information belonging to PEACE that is not generally available to the public

including but not limited to: (i) information regarding PEACE's operations, assets, liabilities and finances; (ii) information regarding bidding, quotations, price, sales, merchandising, marketing, capital expenditures, costs, joint ventures, business alliances, products, services or purchasing; (iii) information regarding employees, contractors, subcontractors, sales agents or sales representatives; (iv) customer lists or other information related to customers; (v) information regarding vendors, suppliers, distributors or other business partners; (vi) forecasts, projections, budgets and business plans; (vii) information regarding planned or pending acquisitions, divestitures or other business combinations; (viii) trade secrets and proprietary information; and (ix) PEACE's technical information, discoveries, inventions, improvements, techniques, processes, business methods, equipment, algorithms, software programs, software source documents and formulae (collectively "Confidential Information").

Employee covenants and agrees that she will not at any time during or after the termination of her employment hereunder, directly or indirectly, use for her own benefit or disclose, permit, suffer or allow others to use Confidential Information without the express written consent of the Board which consent may be withheld for any reason. The obligation of confidentiality set forth herein shall not apply to any information that is required to be disclosed by law or by judicial process provided the Board is first afforded at least ten (10) business days' advance written notice of and the opportunity to prevent such disclosure if it so desires. Upon termination of her employment for any reason or at any other time upon the request of the Board or a duly authorized representative of PEACE, Employee will immediately return all Confidential Information and other documents, media, data and materials and property of whatever nature which belongs to PEACE, including, but not limited to, any keys, credit cards, identification cards, computers and computer software.

If Employee breaches any portion of this confidentiality provision, PEACE shall be entitled to injunctive relief directing Employee to return to PEACE all its property and Confidential Information and precluding Employee from any other acts or omissions that violate this confidentiality provision. PEACE shall be entitled to such injunctive relief without having to post any bond and may recover from Employee its costs and attorney's fees related to obtaining injunctive relief and otherwise addressing and remedying a breach of this confidentiality provision.

8. **Amendments & Assignments.** This Agreement can only be amended in a writing signed by Employee and a duly authorized Board member. Employee's benefits under this Agreement are not subject to alienation and may not be assigned to any other person or entity.

9. **Notices.** Any notice or other communication required to be given under this Agreement shall be given in writing and delivered personally or by overnight courier to the last known address of the party to whom it is directed. Notice shall be given on the date of its actual receipt, if personally served, and on the day following delivery if an overnight courier is used. Notice may also be provided to Employee by transmitting documents to her official PEACE email account, provided such notice occurs while Employee is an active employee with access to her PEACE email account in which case receipt of notice shall be deemed to have occurred on the day the email is transmitted.

10. **Governing Law, Jurisdiction & Venue.** This Agreement is established under, and shall be governed and construed exclusively according to the laws of the State of New York. Jurisdiction and venue for any action or proceeding relating to or arising out of this Agreement shall be exclusively limited to courts within Onondaga County in the State of New York. Employee hereby expressly consents to the personal jurisdiction of such courts within the State of New York in Onondaga County and shall not contest personal jurisdiction in any legal proceeding related to this Agreement. Employee hereby forever and irrevocably waives any defense based on lack of personal jurisdiction or forum *non conveniens* (i.e., inconvenient forum) for any claims related to this Agreement and his employment with BHG.

IN WITNESS WHEREOF, by their signatures below, the Parties acknowledge and agree that they have had adequate opportunity to review the full contents of the Agreement, they accept all the terms of the Agreement without any reservation whatsoever, and that they enter into this Agreement of their own free will without any duress or coercion of any kind.

Dated: November __, 2021

Carolyn Brown

PEACE

By: David Scharoun, Board President



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

james cecile <jcecile@yahoo.com>

Mon, Nov 29, 2021 at 4:25 PM

To: Connie Magunga <cmagunga@peace-caa.org>, "David A. Scharoun" <dscharoun1@gmail.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtodd tack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I would make a motion to the board to approve the contract.

Jim

Sent from Yahoo Mail for iPhone

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Erich Shafer <eshafer@greenlakeassociates.com>

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I second that motion.

-Erich Shafer

From: james cecile <jcecile@yahoo.com>

Date: Monday, November 29, 2021 at 4:26 PM

To: Connie Magunga <cmagunga@peace-caa.org>, "David A. Scharoun" <dscharoun1@gmail.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, Erich Shafer <eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

Subject: Re: URGENT - Please respond via email

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Tonia Thornton <toniathornton14@gmail.com>

Mon, Nov 29, 2021 at 4:37 PM

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Cc: "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancedmediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I'm in favor of accepting the contract

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We have a motion by Jim Cecile, a second by Erich Shafer, and so far, a vote in favor by Tonia.

I will continue to tally the votes as they come in. Hopefully, everyone will participate.

Thanks everyone.

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Phyllis Lee-Williams <sandpiper116@hotmail.com>

Tue, Nov 30, 2021 at 4:42 AM

To: Jason Wallace <jasonwallace1144@gmail.com>

Cc: David Scharoun <dscharoun1@gmail.com>, James Cecile <jcecile@yahoo.com>, Connie Magunga <cmagunga@peace-caa.org>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I am in favor of the motion.

On Nov 29, 2021 7:44 PM, Jason Wallace <jasonwallace1144@gmail.com> wrote:

I vote approve

Very respectfully,

Jason Wallace
315-380-8488

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Patricia Usherwood <Patricia@centralprocessors.com>

Mon, Nov 29, 2021 at 4:43 PM

To: David Scharoun <dscharoun1@gmail.com>, James Cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

In favor of support

Thanks,
Trish

Patricia Usherwood Fitzpatrick
Chief Supply Chain Officer
Central Processors, Inc.
Patricia@centralprocessors.com
315.559.1953



Central
Processors, Inc.

From: David Scharoun <dscharoun1@gmail.com>

Sent: Monday, November 29, 2021 4:42 PM

To: James Cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>; Shirley Copes <shirlgram08@gmail.com>; Robert T. Tackman <bobtoddtack@aol.com>; Erich W. Shafer <Eshafer@greenlakeassociates.com>; Patricia Usherwood <Patricia@centralprocessors.com>; Elizabeth Hakanson <lizhak@twc.com>; Eric J T Caballero <EJTCaballero@outlook.com>; Steve Hodgins <shodgens@advancemediany.com>; Charles Garland <garland.bros@verizon.net>; Nicholas J. DeMartino <njdemartino@hotmail.com>; Jason Wallace <jasonwallace1144@gmail.com>; Paula Freedman <freedmanassoc@yahoo.com>; Edward Perry <e-clipzbarbershop311@hotmail.com>; Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>; Tonia L. Thornton <toniathornton@twcny.rr.com>; Xander Hope <succeedwithjayv@gmail.com>

Subject: Re: URGENT - Please respond via email

We have a motion by Jim Cecile, a second by Erich Shafer, and so far, a vote in favor by Tonia.

I will continue to tally the votes as they come in. Hopefully, everyone will participate.

Thanks everyone.

Dave

On Mon, Nov 29, 2021 at 4:26 PM James Cecile <jcecile@yahoo.com> wrote:

I would make a motion to the board to approve the contract.



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

Paula Freedman <freedmanassoc@yahoo.com>

Mon, Nov 29, 2021 at 4:45 PM

Reply-To: Paula Freedman <freedmanassoc@yahoo.com>

To: Patricia@centralprocessors.com, David Scharoun <dscharoun1@gmail.com>, James Cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I approve.

Sent from Yahoo Mail on Android

On Mon, Nov 29, 2021 at 4:43 PM, Patricia Usherwood <Patricia@centralprocessors.com> wrote:

In favor of support

Thanks,
Trish

Patricia Usherwood Fitzpatrick
Chief Supply Chain Officer
Central Processors, Inc.
Patricia@centralprocessors.com
315.559.1953



Central
Processors, Inc.

From: David Scharoun <dscharoun1@gmail.com>

Sent: Monday, November 29, 2021 4:42 PM

To: James Cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>; Shirley Copes <shirlgram08@gmail.com>; Robert T. Tackman <bobtoddtack@aol.com>; Erich W. Shafer <Eshafer@greenlakeassociates.com>; Patricia Usherwood <Patricia@centralprocessors.com>; Elizabeth Hakanson <lizhak@twc.com>; Eric J T Caballero <EJTCaballero@outlook.com>; Steve Hodgins <shodgens@advancemediany.com>; Charles Garland <garland.bros@verizon.net>; Nicholas J. DeMartino <njdemartino@hotmail.com>; Jason Wallace <jasonwallace1144@gmail.com>; Paula Freedman <freedmanassoc@yahoo.com>; Edward Perry <e-clipzbarbershop311@hotmail.com>; Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>; Tonia L. Thornton <toniathornton@twcny.rr.com>; Xander Hope <succeedwithjayv@gmail.com>

Subject: Re: URGENT - Please respond via email

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Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

Robert Tackman <bobtoddtack@aol.com>

Mon, Nov 29, 2021 at 5:30 PM

Reply-To: Robert Tackman <bobtoddtack@aol.com>

To: dscharoun1@gmail.com, james cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>, Shirley Copes <shirlgram08@gmail.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgens <shodgens@advancedmediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I'm in favor.

-Bob

Robert T Tackman

On Mon, Nov 29, 2021 at 4:42 PM, David Scharoun
<dscharoun1@gmail.com> wrote:

We have a motion by Jim Cecile, a second by Erich Shafer, and so far, a vote in favor by Tonia.

I will continue to tally the votes as they come in. Hopefully, everyone will participate.

Thanks everyone.

Dave

On Mon, Nov 29, 2021 at 4:26 PM james cecile <jcecile@yahoo.com> wrote:
I would make a motion to the board to approve the contract.

Jim

Sent from Yahoo Mail for iPhone

On Monday, November 29, 2021, 3:50 PM, Connie Magunga <cmagunga@peace-caa.org> wrote:

TO: PEACE, Inc. Board of Directors

The attached document, and the email below, requires your urgent attention. Please review & respond via email by the close of business on Thursday, December 2, 2021.

Thank you very much.

Connie.

----- Forwarded message -----

From: **David Scharoun** <dscharoun1@gmail.com>

Date: Mon, Nov 29, 2021 at 2:52 PM



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

Ed Perry <e-clipzbarbershop311@hotmail.com>

Mon, Nov 29, 2021 at 5:36 PM

To: Connie Magunga <cmagunga@peace-caa.org>, "dscharoun1@gmail.com" <dscharoun1@gmail.com>
Cc: james cecile <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Robert Tackman <bobtoddtack@aol.com>, Xander Hope <succeedwithjayv@gmail.com>

I approve

Ed Perry
Owner/Barber
211 Cherry St.
Syracuse, NY 13210
www.e-clipzbarbershop311.com
e-clipzbarbershop311@hotmail.com

On Nov 29, 2021, at 5:31 PM, Robert Tackman <bobtoddtack@aol.com> wrote:

I'm in favor.

-Bob

Robert T Tackman

On Mon, Nov 29, 2021 at 4:42 PM, David Scharoun
<dscharoun1@gmail.com> wrote:

We have a motion by Jim Cecile, a second by Erich Shafer, and so far, a vote in favor by Tonia.

I will continue to tally the votes as they come in. Hopefully, everyone will participate.

Thanks everyone.

Dave

On Mon, Nov 29, 2021 at 4:26 PM james cecile <jcecile@yahoo.com> wrote:
I would make a motion to the board to approve the contract.

Jim

Sent from Yahoo Mail for iPhone

On Monday, November 29, 2021, 3:50 PM, Connie Magunga <cmagunga@peace-caa.org> wrote:

TO: PEACE, Inc. Board of Directors



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

Eric Caballero <ejtcaballero@outlook.com>

Mon, Nov 29, 2021 at 5:28 PM

To: Connie Magunga <cmagunga@peace-caa.org>

Cc: "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtodd tack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Steve Hodgins <shodgens@advancedmediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I have reviewed the document.

I have no questions or concerns.

I vote in the affirmative.

On Nov 29, 2021, at 4:50 PM, Connie Magunga <cmagunga@peace-caa.org> wrote:

TO: PEACE, Inc. Board of Directors

The attached document, and the email below, requires your urgent attention. Please review & respond via email by the close of business on Thursday, December 2, 2021.

Thank you very much.

Connie.

----- Forwarded message -----

From: **David Scharoun** <dscharoun1@gmail.com>

Date: Mon, Nov 29, 2021 at 2:52 PM

Subject: Email to Board of Directors

To: Connie Magunga <cmagunga@peace-caa.org>

"Hello everyone; I hope you had a great Thanksgiving!

Last week I received a draft contract from the attorney working on Carolyn's contract. Carolyn and I reviewed the contract and she indicated that she is satisfied with it and will sign the document.

As you may recall, the Board of Directors voted unanimously to appoint Carolyn Brown as the new Executive Director, during a special board meeting held on August 17, 2021. Although the Board has already approved Carolyn's appointment, I wanted to share the content of the contract with the Board before I signed it.

Please review the (attached) contract and feel free to contact me with any questions or concerns. I should mention that the contract is similar to the one the Board had with Joe O'Hara, except it has been



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

shirley copes <shirlgram08@gmail.com>

Tue, Nov 30, 2021 at 8:37 AM

To: Phyllis Lee-Williams <sandpiper116@hotmail.com>

Cc: Jason Wallace <jasonwallace1144@gmail.com>, David Scharoun <dscharoun1@gmail.com>, james cecile <jcecile@yahoo.com>, Connie Magunga <cmagunga@peace-caa.org>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancedmediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I vote yes.

On Tue, Nov 30, 2021, 4:43 AM Phyllis Lee-Williams <sandpiper116@hotmail.com> wrote:
I am in favor of the motion.

On Nov 29, 2021 7:44 PM, Jason Wallace <jasonwallace1144@gmail.com> wrote:
I vote approve

Very respectfully,

Jason Wallace
315-380-8488

On Nov 29, 2021, at 4:42 PM, David Scharoun <dscharoun1@gmail.com> wrote:

We have a motion by Jim Cecile, a second by Erich Shafer, and so far, a vote in favor by Tonia.

I will continue to tally the votes as they come in. Hopefully, everyone will participate.

Thanks everyone.

Dave

On Mon, Nov 29, 2021 at 4:26 PM james cecile <jcecile@yahoo.com> wrote:
I would make a motion to the board to approve the contract.

Jim

Sent from Yahoo Mail for iPhone

On Monday, November 29, 2021, 3:50 PM, Connie Magunga <cmagunga@peace-caa.org> wrote:

TO: PEACE, Inc. Board of Directors

The attached document, and the email below, requires your urgent attention.
Please review & respond via email by the close of business on Thursday, December 2, 2021.

Thank you very much.



Connie Magunga <cmagunga@peace-caa.org>

RE: URGENT - Please respond via email - Re: New Executive Director Contract

1 message

Garland Bros. <garland.bros@verizon.net>

Mon, Nov 29, 2021 at 6:59 PM

To: Connie Magunga <cmagunga@peace-caa.org>, "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

Hello everyone. I vote in favor of the contract.

Charles

----- Original message -----

From: Connie Magunga <cmagunga@peace-caa.org>

Date: 11/29/21 3:50 PM (GMT-05:00)

To: "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

Subject: URGENT - Please respond via email

TO: PEACE, Inc. Board of Directors

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Thank you very much.

Connie.

----- Forwarded message -----

From: **David Scharoun** <dscharoun1@gmail.com>

Date: Mon, Nov 29, 2021 at 2:52 PM

Subject: Email to Board of Directors

To: Connie Magunga <cmagunga@peace-caa.org>

"Hello everyone; I hope you had a great Thanksgiving!

Last week I received a draft contract from the attorney working on Carolyn's contract. Carolyn and I reviewed the contract and she indicated that she is satisfied with it and will sign the document.

As you may recall, the Board of Directors voted unanimously to appoint Carolyn Brown as the new Executive Director, during a special board meeting held on August 17, 2021. Although the Board has already approved Carolyn's appointment, I wanted to share the content of the contract with the Board before I signed it.



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

Jason Wallace <jasonwallace1144@gmail.com>

Mon, Nov 29, 2021 at 7:44 PM

To: David Scharoun <dscharoun1@gmail.com>

Cc: james cecile <jcecile@yahoo.com>, Connie Magunga <cmagunga@peace-caa.org>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgens <shodgens@advancedmediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <eclipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I vote approve

Very respectfully,

Jason Wallace
315-380-8488

On Nov 29, 2021, at 4:42 PM, David Scharoun <dscharoun1@gmail.com> wrote:

We have a motion by Jim Cecile, a second by Erich Shafer, and so far, a vote in favor by Tonia.

I will continue to tally the votes as they come in. Hopefully, everyone will participate.

Thanks everyone.

Dave

On Mon, Nov 29, 2021 at 4:26 PM james cecile <jcecile@yahoo.com> wrote:

I would make a motion to the board to approve the contract.

Jim

Sent from Yahoo Mail for iPhone

On Monday, November 29, 2021, 3:50 PM, Connie Magunga <cmagunga@peace-caa.org> wrote:

TO: PEACE, Inc. Board of Directors

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Thank you very much.

Connie.

----- Forwarded message -----

From: **David Scharoun** <dscharoun1@gmail.com>



Connie Magunga <cmagunga@peace-caa.org>

RE: URGENT - Please respond via email

1 message

Steve Hodgens <shodgens@advancedmediany.com>

Tue, Nov 30, 2021 at 10:01 AM

To: David Scharoun <dscharoun1@gmail.com>, James Cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

I vote in favor.

From: David Scharoun <dscharoun1@gmail.com>

Sent: Monday, November 29, 2021 4:43 PM

To: James Cecile <jcecile@yahoo.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>; Shirley Copes <shirlgram08@gmail.com>; Robert T. Tackman <bobtoddtack@aol.com>; Erich W. Shafer <Eshafer@greenlakeassociates.com>; Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>; Elizabeth Hakanson <lizhak@twc.com>; Eric J T Caballero <EJTCaballero@outlook.com>; Steve Hodgens <shodgens@advancedmediany.com>; Charles Garland <garland.bros@verizon.net>; Nicholas J. DeMartino <njdemartino@hotmail.com>; Jason Wallace <jasonwallace1144@gmail.com>; Paula Freedman <freedmanassoc@yahoo.com>; Edward Perry <e-clipzbarbershop311@hotmail.com>; Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>; Tonia L. Thornton <toniathornton@twcny.rr.com>; Xander Hope <succeedwithjayv@gmail.com>

Subject: Re: URGENT - Please respond via email

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Thanks everyone.

Dave

On Mon, Nov 29, 2021 at 4:26 PM James Cecile <jcecile@yahoo.com> wrote:

I would make a motion to the board to approve the contract.

Jim

Sent from Yahoo Mail for iPhone



Connie Magunga <cmagunga@peace-caa.org>

Re: URGENT - Please respond via email

1 message

Nick DeMartino <njdemartino@hotmail.com>

Thu, Dec 2, 2021 at 9:04 AM

To: Connie Magunga <cmagunga@peace-caa.org>

Cc: Shirley Copes <shirlgram08@gmail.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Jason Wallace <jasonwallace1144@gmail.com>, "Robert T. Tackman" <bobtoddack@aol.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcnny.rr.com>

Yes

Sent from my iPhone

On Dec 2, 2021, at 7:40 AM, Connie Magunga <cmagunga@peace-caa.org> wrote:

fwdd

----- Forwarded message -----

From: **Xander Hope** <headstart.jay@gmail.com>

Date: Thu, Dec 2, 2021 at 6:44 AM

Subject: Re: URGENT - Please respond via email

To: Connie Magunga <cmagunga@peace-caa.org>

I vote in favor

On Wed, Dec 1, 2021, 2:58 PM Connie Magunga <cmagunga@peace-caa.org> wrote:

Xander:

As per our conversation, please respond when you get a minute.

Thanks

Connie

----- Forwarded message -----

From: **Connie Magunga** <cmagunga@peace-caa.org>

Date: Mon, Nov 29, 2021 at 3:49 PM

Subject: URGENT - Please respond via email

To: David A. Scharoun <dscharoun1@gmail.com>, Judge James H. Cecile <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, Robert T. Tackman <bobtoddack@aol.com>, Erich W. Shafer <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgins <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, Nicholas J. DeMartino <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, Tonia L. Thornton <toniathornton@twcnny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

TO: PEACE, Inc. Board of Directors

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Connie Magunga <cmagunga@peace-caa.org>

URGENT - Please respond via email

1 message

Connie Magunga <cmagunga@peace-caa.org>

Mon, Nov 29, 2021 at 3:49 PM

To: "David A. Scharoun" <dscharoun1@gmail.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Patricia Usherwood Fitzpatrick <Patricia@centralprocessors.com>, Elizabeth Hakanson <lizhak@twc.com>, Eric J T Caballero <EJTCaballero@outlook.com>, Steve Hodgens <shodgens@advancemediany.com>, Charles Garland <garland.bros@verizon.net>, "Nicholas J. DeMartino" <njdemartino@hotmail.com>, Jason Wallace <jasonwallace1144@gmail.com>, Paula Freedman <freedmanassoc@yahoo.com>, Edward Perry <e-clipzbarbershop311@hotmail.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, "Tonia L. Thornton" <toniathornton@twcny.rr.com>, Xander Hope <succeedwithjayv@gmail.com>

TO: PEACE, Inc. Board of Directors

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Thank you very much.

Connie.

----- Forwarded message -----

From: **David Scharoun** <dscharoun1@gmail.com>
Date: Mon, Nov 29, 2021 at 2:52 PM
Subject: Email to Board of Directors
To: Connie Magunga <cmagunga@peace-caa.org>

I approve !!
Signature: *Elizabeth S. Hakanson*
Date: *December 3, 2021*

"Hello everyone; I hope you had a great Thanksgiving!

Last week I received a draft contract from the attorney working on Carolyn's contract. Carolyn and I reviewed the contract and she indicated that she is satisfied with it and will sign the document.

As you may recall, the Board of Directors voted unanimously to appoint Carolyn Brown as the new Executive Director, during a special board meeting held on August 17, 2021. Although the Board has already approved Carolyn's appointment, I wanted to share the content of the contract with the Board before I signed it.

Please review the (attached) contract and feel free to contact me with any questions or concerns. I should mention that the contract is similar to the one the Board had with Joe O'Hara, except it has been updated and modified to reflect the terms/conditions the Board agreed upon in our August 17, 2021 meeting.

Finally, if there are no major concerns or objections, I would like to request, a motion, second, and a full Board vote, through email, to approve the contract now, rather than waiting to do this at our December Board Meeting. We sent an email out to all of the staff last week advising them of Carolyn's appointment, retroactive to September 1, 2021, and once we have the contract signed the Executive Director search process will officially be over.

Thank you for your anticipated cooperation and assistance.

Dave"