

Candler Park Conservancy, Inc. Board of Directors Meeting

Wednesday, August 23, 2017

7:00 pm

Rush Center Training Room

1530 Dekalb Ave NE, 30307

Present: Stephen Aultman, Amy Erwin, Ken Edelstein, Stacy Funderburke, Dan Hanlon, Elliott Jones, Ben Klehr, Scott Lenhart, John Skach, Amy Stout, Doug Wetzal, Jack White, and Omar Zaki

Not Present: Lauren Welsh* (with * denoting advance notice of absence provided)

The agenda for the meeting (although not formally adopted) was as follows:

1. Review and Approve Prior Board Meeting Minutes
2. Discussion of Membership Drive and Fundraising Goals
3. Committee Reports and Action Items
 - Finance and Audit Committee
 - Board Development and Governance Committee
 - Chair election
 - Future bylaws revisions
 - Environment, Projects, and Programming Committee
 - Project choices
 - Small project ideas
 - Membership, Fundraising, and Communications Committee
 - Membership
 - Vision plan communication
 - Business sponsorships

Review/Approve Minutes from Last Meeting

A motion to adopt the draft minutes from the June 21 meeting was approved.

Membership Drive and Fundraising

We currently have 35 members. If we cannot get at least 100 members, then that is problematic. Each board member should be able to get 10 people to join. We need to set concrete goals. At the next meeting, we will review our progress to see how it lines up with these objectives.

Committee Reports and Action Items:

Finance and Audit:

- Ben provided a written Treasurer's Report for the group.
- He reported that we currently have ~\$15,700 in our operating account, that ~\$4,600 of those funds is designated for the playground, that ~\$6,000-\$7,000 is committed to the Callan Circle project, and that ~\$4,000-\$5,000 is currently available / uncommitted at this time.
- This committee met on July 27.
- They are drafting a financial policy for the organization that will contain details about
 - procedures for reimbursements,
 - authorized signatories, and
 - how statements are stored.
- He will send it out with time to review before the next meeting.
- Stephen will be creating improved financial reports going forward.

Board Development and Governance:

- The committee has not met since the last board meeting, and no written report was provided.

- Scott Lenhart noted that he has agreed to serve as Chair for the Governance Committee, and a motion to appoint him as Chair was approved.
- Scott is currently working on bylaws amendments and compiling a running list of items to update.
- Keeping in mind that advance notice of proposed bylaws changes are required ten days prior in writing, Scott stated that he planned to provide a red-lined document to the board prior to the October meeting in order to be able to vote on bylaws amendments at that next board meeting.
- This will allow Stacy to focus more on board development.

Environment, Projects, and Programming:

- This committee met July 11 and August 8.
- John Skach provided a written report, and both the raw data and the summary data from the matrix evaluation of potential projects from the Vision Plan were provided.
- When the group met in July, they discussed every project from the Vision Plan and voted on each in order to determine the top projects. As a result, four projects were determined to be the ones to implement first. These results (playground, secondary paths, golf course, and athletic fields) were shared with the rest of the board at that time, and there was online discussion and feedback.
- When the committee met in August, they agreed to recommend the four top projects to the board along with a summary of the strategic points supporting the choice along with any potential challenges. They also agreed to provide the same info for the projects that ranked fifth and sixth (riparian corridor/beaverwalk and amphitheater).
- The committee proposes that the next step should be to get pricing information. Jacob has professional experience in this area, and he has offered to help. We could also consult with Perkins + Will on this.
- A motion to accept the committee's recommendation for the top four projects for the purposes of having the committee proceed with further clarifying/defining the scope of each project and obtaining approximate pricing was approved.
- The committee will report back on feasibility with the goal being to narrow the focus to one or two projects going forward.

Membership, Fundraising, and Communications:

- The committee has not met since the last board meeting, but a written report was provided.
- Doug noted that there were currently 35 Conservancy members but that only 14 new members had joined in the last two months.
- They are still looking for a social media point person to join the committee.
- They plan to present the Vision Plan to the Inman Park and Druid Hills neighborhoods in the future. (There have already been presentations to Edgewood, Lake Claire, and CPNO.)
- It was agreed that we need to present the Vision Plan to the City of Atlanta Parks Dept. (Stacy is meeting with them next week.)
- We need people to man the CPC booth at Fall Fest.
- We all need to fund raise.
- There was some discussion about going back to having regular monthly board meetings.
- A motion to have a board meeting on September 20th did not gain approval.