**Candler Park Conservancy, Inc. Board of Directors Meeting**

Wednesday, August 16, 2023 (7:00 pm - Zoom)

Present: Doug Wetzel, Eric Dusenbury, Van Jensen, Ellliott Jones, Amy K Stout, Dan Hanon, Perry Smith, Lauren Welsh, Ryan Anderson, Jonathan Flack

Absent: Stacy Funderburke, John Wolf

Guest: Alex Long

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Motions Presented During this Meeting:

* Motion to adopt minutes with Perry’s last name corrected - unanimous approval.

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*The agenda for the meeting (although not formally adopted nor strictly followed) was as listed below:*

**Agenda**

* Review Previous Meeting Minutes **(attached)**
* Welcome Alex Long
* Met with Parks Commissioner August 4
	+ No Money for Playground
	+ Setting up call with Deputy Comm Dodson to discuss 2022 Bond $$
	+ Money for MOU in Principle for Maintenance & Bathrooms

**Projects(Amy)**

* Meeting Update
* Kiosk scout project at PATH
	+ Doug & Dan reviewing
* Replanting at Erwin Garden - Stacy
* Additional weeding at Pool Garden - Van

**Development (Ryan)**

* Meeting Update
* Recruiting
* Fall Fest
	+ Need Volunteers & runners
	+ Will be passing out race bibs on Saturday in our booth
	+ Booth Staffing
	+ Spread the word on the 5K, tomorrow is the last early bird day to register for SUNDAY's race
* Final Playground push
	+ Waterfall $65k - pending
	+ Business/donor Bricks $45k - $3k so far
	+ Signs in Park are printing
	+ Need signage for local businesses
	+ Social Media (1 post so far)
	+ Blast Email
* Alternate Playground design consideration -Tabled pending fundraising
* Movie Night

**Governance(Perry)**

* Meeting Update

**Finance(John)**

* Update

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Opening Topics:

Parks commissioner meeting. Doug Wetzel and Van Jensen met with the parks commissioner and Doug Voss, also of the parks department, on August 4 The following items were discussed:

* The Parks Department will not provide any money for the playground.
* Doug will set up a follow-up meeting with Deputy Commissioner Dobson to discuss Bond money to confirm it is part of tranche 2 and to determine when it might become available.
* Lauren Welsh noted that improvements to Euclid Avenue are part of Tranche 1 (scheduled for 2023) and it just got assigned staff to start moving it forward.
* The Parks Commissioner and Doug Voss are open to a MOU with the CPC that will have The City paying for bathroom cleaning and maintenance. The City will also handle the weeding at the entrance and around the pool. This matches the City’s MOUs with the Piedmont Conservancy and the Chastain Park Conservancy. The CPC currently has a $22,000 annual expense for these activities.
* The parks commissioner raised a concern about Contact Point running programs in the park without a permit or reservations. It was agreed that this is between the Parks Department and Contact Point. However, Van will make David Epstein aware of the City’s concerns.

Alex Long - Lake Claire resident came to the projects team meeting. Alex is not a board member but interested in getting involved. Alex was introduced to the board.

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*Committee Reports:*

Projects Committee

* Committee met on August 8.
* $10K budget. $8K remaining
* Volunteer project to plant the strips at pool house will occur in September after it cools down.
* We received a $2,400 quote from Boutte to remove the trees in the culvert at the north end of the park. It was agreed the City should handle this. We discussed a 311 ticket campaign to get the city (Parks or Watershed) to handle. Will reach out to City Council if we don’t get a response.
* Stacy Funderburke received a $7,500 quote to create drawings and provide oversight for a refresh of the Amy Irwin garden. The garden needs work but Projects does not have the funds to cover. We would provide volunteer work Board agreed it was a lot of money.
* Eagle scout project to put an informational kiosk in the northeast corner of the park. The scout (Emmet McNulty) provided a new budget with a lower request from CPC but the budget was missing details. Emmet also provided some drawings. Doug has questions and will follow up with the Emmet. Doug does not think anything will happen unless we provide funds. Estimated cost is $500 but not firm. It was noted we want a quality product.
* It was noted we don’t have parameters on accepting projects (such as eagle scout). The Projects committee will work on this.
* Discussed several other potential projects:
	+ Install a water bottle filler.
	+ Remove the concrete square that used to be a sandbox.
	+ A few other projects were discussed.
* Kudzu is growing on the slope along Candler Park Drive. Projects Committee will follow up with Trees Atlanta to see if they can address this. We had signed a contract with thm to eradicate the kudzu before planting trees.
* The Projects Committee meets the second Tuesday of the month at 7:00.

Development Committee

* First Tuesday of the Month
* Ryan reviewed our finances and has a better understanding of fundraising needed for the playground. We are currently $128,189 for full implementation. Half of this could come from the Waterfall Foundation if they approve our request for additional funding. No word on the Waterfall Foundation. Cleaned up business contact list for solicitation. Help is needed in reaching out to businesses. There are 70 on the list. .
* We need board members to reach out to some of the sponsors, especially if you have a contact. 2-3 each would be huge.
* Van put us in touch with Graphic Designer to advertise the fundraising effort. They were installed this afternoon - Candler Park Drive Entrance, Main Entrance, and at Playground. Pamela Rawley did pro-bono graphic design work. Thanks to her!
* Candler Park Market and Park Realty each bought a brick.
* Shawn’s market said he would do a dine out day. Lauren will follow up.
* We will have a booth at Candler Park Fallfest. We want to leverage it for fundraising.
* Fundraising email will be sent to our distribution list. We want to include company match information such at Tax ID number. Doug and Ryan will work on the email.
* 5K run is part of the FallFest. Doug Brandenberg is managing the race on behalf of the conservancy. Bibs and T-shirts distributed via Conservancy tent/booth. Doug B needs volunteers and runners. CPC gets half of the profit from the 5K. Tomorrow is the last day for early-bird registration. Doug W distributed sign-up information for volunteers <https://runsignup.com/Race/GA/Atlanta/CandlerPark5K>. We need to staff the booth 12-6 each day. Everyone should plan on taking a two hour shift. FallFest is September 30 and October 1.
* Movie night. Heard back from Swank. The cost is $395 per movie if we do at least three movies. $400 for screen. $1,200 plus tax (round up to $1,500) Should we seek sponsorship? How will we get donations from attendees. Will ask Kelly Stocks at L5PBA about how they are doing movie night.

Governance

* Perry reported. Held meeting on July 27th.
* Board Recruitment - Reviewed the Board Tracker spreadsheet. 7 of 12 members are rolling off in 2024. We need the board to help recruit new board members. Perry can assist once identified. Reviewed the CPC Board Matrix document which identifies parameters of what functional capabilities board members might contribute. We would like to ID specific talents that are needed. We would like to improve the diversity of the board. We don’t have that much time to fill these slots. We would like to onboard members ASAP so they can have transition/overlap. The committee is putting together a board packet for potential board members.
* Governance Policies are not being followed. Annual Board Commitment and Conflict of Interest Disclosures have not been signed. These will be distributed to the board presently. Please respond ASAP once you have received.
* Directors & Officers (D&O) Insurance is intact

Finance

* No report