## **Fulton Heights Neighborhood Association**

### **Board of Directors**

July 19, 2021, Start 6:30pm End 7:59pm

Location: Sam’s Garden

Board Member Participants: Kayla Domeyer, Gwen Howey, Don Wheeler, Sam Warber, Matthew Channing, Andrea Lehman

Absent: Chelsea Beckman, Mark Staves

(Action Steps are Highlighted)

**Minutes**

1. CALL TO ORDER
   1. **Kayla calls the meeting to order at 6:39pm**
2. APPROVAL OF MINUTES- June’s minutes
   1. 1st Motion- Matt
   2. 2nd Motion- Gwen
   3. All approved
3. REPORTS OF OFFICER
   1. **President – Kayla**
      1. Climate Resolution (see addendum B)- Closure of this open item.
      2. One board member short and we need to continue to recruit. (Action step for all board members)
   2. **Secretary - Andrea**
      1. Email from AQ re: Student Volunteers (see addendum C)- Discussion included: maybe trash, gardens, brush in the park, storm drains and trash pick-up, park clean up, perhaps finding people in the hood who might use some help. It was decided that a group of students could be used most effectively in the neighborhood by assigning them to clear trash and debris from storm drains and the streets and park. Secretary will communicate needs to AQ.
   3. **Treasurer – Gwen**
      1. 228 members
      2. Small deposit for garden, Norma says it is all done ($6K) No expenses have been reported at this time and Gwen is wondering if the prepaid debit card is being used and where are we at with that?- Secretary will send inquiry to Mark and he can follow up.
      3. Gwen has investigated the Small business center, and cpa firms and found no one to provide a simple audit. Andrea suggests Asking Margie, or ask GROW. I will send info to Gwen.
4. REPORTS OF COMMITTEES
   1. **PR Committee Report- Kayla/Andrea**
      1. Newsletter- late summer/early fall plan: EC said picnic will be closer to fall, probably late September. The 2nd newsletter will be delivered in August prior to the membership meeting/picnic. Dumpster day will be advertised by the city’s info flyer. We will plan late winter for the 3rd newsletter to highlight winter and holiday events.
         1. Kayla discussed some possible confusion with the combination of the upcoming fall membership meeting and picnic. We should have a combined group meeting to address delegation of responsibilities and how to best work together and minimize any gaps. This should be done in August and needs to be planned ASAP
      2. Facebook- update
         1. purging of non-members going well, 200+ have responded and it is halfway through the 6 week time period.
         2. Andrea asks Kayla to add a question that says “I agree to answer the next three questions” in an effort to get more responses with all three questions addressed.
      3. Outreach- Advertising!
   2. **Events Committee Report- Matt**
      1. Upcoming Events
         1. Dumpster Day August 28th – Sam is lead person for event due to her past knowledge, expertise, and generosity.
            1. Flyers will go out along with a half sheet with more information regarding comp-renew, Padnos, and Andrea’s freebie table for landfill diversion. Kayla will design and print these half sheets at least 2 weeks prior to event.
            2. Kayla will get the email out for the volunteers that Sam composed in August.
            3. Sam will talk with Chelsea and then get specifics for the Dumpster Day regarding Comp-renew and Padnos. Chelsea will follow up with Comp-renew and Padnos and also order a SA Truck to pick up by 12:30 for the freebie table. If this isn’t available, then the items will be loaded up and taken to GW or SA by Andrea at the end of DD.
         2. Summer Ice Cream Social, vendor can’t do it due to conflict, so EC is looking into using volunteer cargo bikes and doing an ice cream bike delivery event instead.
         3. Events email address is needed, and there is one: [events@Fultonheights.org](mailto:events@Fultonheights.org)
         4. Neighborhood and Community Events Sign. The EC is opting for the End of the year application process, to be able to submit the designs and provide the neighbors with input on design. Designs are going out and the garden is onboard. Gloria implemented an idea for a temporary sign board to put stuff up and people can see where it will be. EC will announce the info sign board in the next newsletter. We will need an ad-hoc committee to facilitate the board signage- follow the same process as the garden signage. Purpose
            1. Kayla motions to create an Ad-hoc committee to create a Neighborhood Community Bulletin sign board.
            2. Matt second, all approve. Motion carries.
            3. Suggestions: Kayla will follow up with the people creating the project to see who would want to be on the committee.
      2. Recent Developments or Initiatives
         1. Service Projects
         2. New Baby Celebration
         3. Blandford Garden Outreach
   3. **Garden Committee Report** – **Mark- absent**
   4. **Block Captain Committee Report- Chelsea- absent.**
      1. Gwen attended the last BC meeting and not many were in attendance. It was suggested at the meeting, again, that we digitize the newsletter, however there are on-going concerns about this and Matt will let the Co-Coordinators know about the digitization issues.
      2. It has also come to the board’s attention that the Purpose of Block Captain Committee needs to be completed; it was being worked on prior to the pandemic and then it was tabled. We do have the Block Captain Coordinator position detailed and ratified. But the Purpose still needs to be completed and ratified by the board. Co-Coordinators will be notified.

STANDARD ORDER OF BUSINESS

1. **Unfinished Business**
   * + - 1. New Board Member Needed!
         2. Climate Resolution- Resolved.

**6. New Business**

1. Combined meetings with ALL committees 1-2 times a year? Great idea!

7. ANNOUNCEMENTS

8. ADJOURNMENT:

* 1. Motion to adjourn 1st-Gwen
  2. 2nds-Sam
  3. Meeting Adjourned at 7:59 pm

9. Addendums

Addendum A. Tabled Items (from Unfinished Business)

* 1. Document in Google Drive detailing where things go- Gwen & Andrea
     1. Onboarding and New FHNA Board Members Policy write up and vote- Gwen & Andrea
     2. Historical FHN info update (postponed)

Addendum B. See Attachment (Climate Resolution)

Addendum C. Student Volunteers:

Hello,

I am Fr. Bob Keller, OP at Aquinas College. Each year for Freshman Orientation we have a service opportunity. This year it will be **Tuesday, August 24 from 2ish to 4:00 pm.**

We offer up to 20 students available.

You have used this opportunity in the past; I hope that you can use us again this year. It gives the students a larger sense of Grand Rapids, and the sense of organizations that make our lives sustainable. So, not only can it help you with some energetic young adults, but they are learning as well.

I hope that you can offer something. Let me know, and if there is special equipment that the students must bring (rakes, long sleeve shirts, etc.).

Thanks.

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f. Robert J. Keller, O.P.