GPNA Board Meeting Agenda – August 13, 2015 6:00 pm

* Call to Order
* Roll Call/Introductions
  + Board members
    - Brian Swem
    - Angelique DuPhene
    - Mark Moerydk
    - Matt Dreft
    - Ashleigh Dreft
    - Dan Vandermolen
  + Staff
    - Fran Dalton
  + Guests
    - Jane Konyndyk
    - Chase Stanck (Pastor at Unison Christian Church)
    - John Fetter
    - Tony DeLeew
* Approval of last month minutes
  + Approved unanimously
* Staff Update
  + Jane Konyndyk introduction
  + Chase interested in joining the board
    - Reviewed board setup and how to join
* New Business
  + Party in the Park
    - Dan to e-mail itinerary
    - 3 different live entertainment performances 5pm-8pm
    - 2 food vendors (Water & Pizza for sale, need volunteer to man this station)
      * Water & pizza sold for $1 a piece
      * Free popcorn
      * Coolers with ice to keep water cold
      * Need petty cash on hand to make change for all transactions
    - 4 different sponsors
    - Movie in park will start at dusk (approx. 8:45pm)
    - GRPD will provide Sgt. Katherine Williams for a meet & greet
    - Need to determine where the power will come from to run the movie
      * Run power from GPNA lodge?
    - 50 chairs to come from GRPS
    - Good will doing uniforms on site (discounts available)
    - Volunteers to arrive at 4pm
      * Memberships
        + Fran and Mark to handle
        + Square available for credit card payments
      * Selling water/pizza (handle cash)
      * Park clean-up
    - Would like to do membership sign-ups throughout event
      * Dan to handle event announcements
    - 3 trash and 2 recycling receptacles needed for the event
    - Bathrooms will stay open late for the event
    - Goal to get 200-500 people in attendance at event
  + Motion to add Jane to the board – motion passes unanimously
  + Standing development and land use committee position
    - Need someone to talk to developers prior to presentations to the board
    - Brian to lead this new committee
    - To be discussed at September board meeting
  + Dyer Ives Grant/Garden Grant & Process
    - Fran originally submitted a budget for expenses associated with the garden. We were granted what Fran originally asked for.
      * Fran to e-mail budget request to board
    - Form to be signed by Brian to make it official
    - Need to report quarterly on spending in writing
    - Any expenditures related to the garden need to be reported
    - Seeds to be ordered by Fran ($200 previous grant)
    - Maintenance and support of the garden
    - Timeframe is open ended, no deadline to spend the money
    - Funds committed to community garden activity
    - Verify with Dyer Ives before using funds outside of the original intended use
    - Brian proposes we focus all of the funds solely on the one location
    - Dyer Ives is phasing out, future funding is not likely
  + Community Garden Expenditures
    - Seeds
    - Shed
    - Board to approve revised budget
      * Fran to submit through e-mail
    - GPNA board to pay and then be reimbursed by grants
  + Plaster Creek Cleanup
    - Team of 25 individuals signed up
    - Susan Warden team lead
    - September 11th
    - Team meeting on east hillside
    - Fran has arranged with city for bags and pick-up
    - Fran to promote event on facebook page & e-mail blast
    - Advertise event at Party in the Park
    - Any preventative measures we can put in place?
      * GRPS owns it
      * Structural issues
      * Could use signs and poles to prevent dumping
  + Special Use Request
    - Notices from the planning commission sent to Fran
    - Inspections code enforcement group
    - Application for a used car lot on 609 28th Street SE
  + Neighborhood Association of Michigan conference
    - September 18th
    - Cost is $89 per person - $178 total for Fran & Esther
    - Fran and Esther to report back on notes from the conference
  + Baby Buggy Walk
    - September 12th
    - Reduction of infant mortality
    - Walk around park through the nature path and around the neighborhood
    - Organizations to talk about reducing infant mortality & safe sleep
    - Fran would like neighbors notified this is happening
      * Can we have neighbors set up water booths?
      * Need to OK signs being used on neighbors lawns
    - Meant to promote awareness
    - Rosalynn Bliss will attend and open the event
  + Adequate supervision for staff
    - To be discussed at September meeting
  + United Methodist Church
    - Invite to September board meeting to discuss 100 Burton St. development
* Committee Reports
  + Finance
    - Paypal account access/money handling procedures
      * Angelique to grant access to the account for Mark & Brian
      * Mark to manage all funds in the account
      * Angelique to send thank you notes to all paypal donors
  + Communications
    - Newsletter Update
      * Community Garden was able to be added
        + Ashleigh to send a copy to Dyer Ives
      * Need a better way to manage future newsletters
      * Can we break the newsletter into sections & assign out?
      * Amy White may be interested in helping
        + Brian to reach out
      * Opportunity for ad sales
      * Need to develop timeline
        + Printer needs 1 week to produce
        + 1 week to distribute
      * More content desired
      * Propose a newsletter committee be formed to work independently on the newsletter
      * Newsletter 3x per year - November/February/July
      * Volunteer opportunities to appear in the newsletter
* Public Comments
  + Tony inquired about the 100 Burton St. development
  + John thinks it is extremely important to develop a committee to deal with developers
  + John is involved with fundraising, promotion and web development
    - Advertising & marketing
    - Thinks his services could help the board & GPNA
    - His input and expertise is welcome
  + Unison Christian Church out of Kentwood Community Church
    - Meeting at Buchanan Elementary School
    - Long term goal to utilize Four Star Theater
    - Looking to collaborate with the board
    - Community involvement, offering volunteers
* Adjournment