GPNA Board Meeting Agenda – September 10, 2015 6:00 pm

* Call to Order
* Roll Call/Introductions
	+ Board members
		- Brian Swem
		- Angelique DuPhene
		- Mark Moerdyk
		- Matt Draft
		- Ashleigh Draft
		- Dan Vandermolen
		- Jane Konyndyk
	+ Staff
		- Fran Dalton
	+ Guests
		- Chase Stanck (Pastor at Unison Christian Church)
* Approval of last month minutes
	+ Motion passes unanimously
* Staff Update
	+ Staff Report (handouts)
		- Fran Dalton
			* Community Connection Activities - 20
			* City Housing Inspections – 60 completed
			* GPNA Lodge Uses – 36 including 2 rentals
			* GPNA Facebook Posts - 15
			* Projects and Planned Activities – 14
		- Esther Reyes
			* Community Connection Activities – 4
			* City Housing Inspections – 87+ completed
			* GPNA Facebook Posts – Spanish & English
			* Projects and Planned Activities - 6
	+ Small Business Crime Response Plan (handout)
		- Prevention & During/Post Action
		- Board asked to review document and provide feedback
		- Providing document to local small business owners once approved
	+ GR311 Garfield Park Interactions
		- 40% of walk-in traffic is from Garfield Park, public window
		- Concern around how much time/traffic is walk-in
		- Fran proposes we educate residents on the services & payment options to reduce walk-in traffic
			* Request for space in the upcoming newsletter
		- Fran to provide further information on how residents are paying (cash versus check/credit)
* New Business
	+ Party in the Park Recap
		- Adequate turnout
		- New attendants (people who may not have attended arts fair in the past)
		- Heavy reliance on GRPS
		- Not much attendance at movie
			* Discontinue for next year?
			* Most costly aspect of the event – approx.. $1,000
		- Overall cost of the event $1,667.92
		- Earned $225.93 above our cost
		- Dan to follow up with GRPS on event thoughts
		- Next year:
			* More/bigger sponsors
			* Day long entertainment event
				+ Start earlier with more entertainment
				+ Live entertainment

Ethnically relevant/diverse

* + - * + Church choirs
				+ Rent showmobile (portable stage - $600 cost) instead of movie
				+ Different types of food

Beer tent

Food trucks

Keep Little Ceasar’s involved

Communication with vendors regarding competition/prices

* + - * + Paid vendor tables
				+ DJ for entire event
				+ Large “food tent” for people to eat/rest
				+ Focus on what makes Garfield Park unique (diversity)
				+ KROC sponsored yoga workshop
			* Move event closer to gym versus GPNA lodge
			* More committee support for execution
			* Date to be confirmed at October board meeting
				+ Move so-as to not conflict with other GRPS events
				+ Closer to mid-summer
		- Burton Heights street fair proposed by Brian
	+ 5k Trail Run
		- Spring proposed event
		- Way to bring in revenue
		- Dan to take lead on this initiative
	+ Adequate supervision for staff
		- Challenge for Neighborhood association to supervise staff currently
		- What is the reporting structure?
			* Need clarified
		- Executive board attempts to be more involved with staff
			* Need more communication
		- Provide goals and direction to staff
			* Tasks
			* Job responsibilities
		- Implement annual performance review
		- Implement timecard system
			* Need to know days/times staff is working
		- Apply for grant to help resolve outstanding staff issues
			* Ashleigh to take point on grant application
			* 2nd week of October timeframe
			* Dyer Ives potential source
			* Kent County Technical Assistance potential source
		- Determine long-term plan
	+ GRPS bond endorsement (handouts)
		- What are the criteria/filter for endorsement?
			* Previous motions not to vote due to lack of criteria
			* How does this fit into the bylaws?
			* Potentially add this to grant in regards to communication/organization
		- Individual board members may endorse, as a board we will abstain
	+ Parks Alive Leaders Program via Friends of Grand Rapids
		- Relaunch of a program to create neighborhood committees in each of the GR city parks
		- Many grants available to engage neighbors with events
		- Class in the park September 23rd
			* Butterfly Garden – 2nd half of the class
			* Native plants
		- Great opportunity to showcase our parks
		- Promote Butterfly Garden in the newsletter
* Committee Reports
	+ Finance
		- Mark to sit down with the accountant
		- Adjustments to budget need to be made
		- Bank account is doing well
		- Update in October from Mark
	+ Communications
		- Newsletter Update
			* Need to confirm date for Annual meeting
				+ Include Annual Meeting information in Winter Newsletter
				+ Add to October Agenda
		- Social Media account access
			* Communications from Steven J. Guitar (Communications Director for the city of Grand Rapids)
				+ Angelique to be granted access to facebook to post relevant information
			* Better strategy for staff in regards to Social Media
* Public Comments
	+ Unison Christian Church – Requests that thoughts on theatre space & support from board be addressed at October board meeting
* Adjournment