GPNA Board Meeting Agenda – August 10, 2017 6:00 pm

* Call to Order
* Roll Call/Introductions
  + Board members
    - Michael Scholton
    - Angelique DuPhene
    - Daniel Vandermolen
    - Hanna Schulze
    - Henry Peda
    - Cher Darling
  + Staff
  + Guests
    - Shea Abbgy
    - Greg Chandler
      * Lives on 1718 Ardmore between Linden & Eastern
      * Freelance correspondence
      * Potential volunteer with the newsletter
    - Fire Department
      * Captain Vanderwal
      * Dan McGraw
      * Chris Walsh
    - Anjelica Valesquez
* Approval of July 13 meeting minutes
  + Approved
* Guest Presentations
  + Fire Department
    - Handed out a lot of helmets at the Summer Celebration
    - Want to advertise the free smoke detectors in Fall Newsletter
      * Dial 311 and they will be scheduled
    - Upcoming community luncheon
      * Potential board attendance
  + Disc Golf
    - Presentation by Shea Abbgy
    - Doubles Fundraiser Recap
      * 41 Teams
      * $1,139 fundraised
        + $500 to Tonya up front
        + Remaining $639 provided to board at meeting
    - We did not get the grant
    - Died concrete pads
      * Want a natural feel
    - Biggest funding factor is whether or not volunteers are allowed to do the labor
      * $10,000 more to do it without volunteer labor
      * Need to use private contractors
      * Roughly $3,000 cost to execute with volunteers
        + Shea willing to donate $500
        + Disk Golf club is willing to donate $1,000
        + City may be willing to contribute
    - Timeline:
      * Whenever the parks department approves the initiative
        + Michael to write up a support letter
* Staff Update
  + Items for Board to approve
    - Table cloth with GPNA Logo
      * All board members approve
    - Purchase of a refurbished printer from GVSU Surplus Store
      * What capacity & price range?
        + Color printer needed
        + Less than $450 if possible
      * Cher to check options
      * $450 for refurbished printer through Michael Connection
    - Attend Crime Prevention Association of Michigan’s conference registration
      * hotel & membership fee covered
      * Required for all new crime prevention coordinators in Grand Rapids
      * Motion to approve contingent on budget information being provided
        + All approve
* Old Business
  + Votes taken via e-mail
* New Business
  + Calendar Overview
    - Main events:
      * National Night Out (Partnered with KROC - August)
        + Not many needs from board
      * Summer Celebration (August)
        + Largest amount of work for the board
      * Annual Meeting (May)
        + Desire to make it a larger event
        + Set up like a lecture
      * Dumpster Day (Early Spring)
        + Planning & Coordination
      * Neighborhood Garage Sale (September)
      * Newsletter 3x per year (March, June, November)
    - Fiscal year ends at the end of June
      * Board approves the reports
    - Closeout Report Audit
      * Due Mid-July
    - Grant Application
      * 2-3 year cycle
      * Not a tremendous amount of work
      * Off-cycle years we must request renewal
    - Accountant
      * Comes on a bi-weekly basis and does payroll
      * She creates the reimbursement report to file with the city
  + 2018 Planning
    - Should start doing an annual planning
    - September board meeting will be dedicated to planning
      * Need to start membership planning
* Committee Reports
  + Newsletter (3x per year – March, June, November) (10 minutes)
    - Fall Newsletter
      * Process:
        + All original content to be provided to the Hispanic center in a single word document for translation by deadline
        + English & Spanish content to be provided to Angelique in a single word document by deadline
        + Articles to be ranked in importance

Scale of 1-10, 1 being highest priority for inclusion

* + - * Timeline:
        + Content Ideas due: 8/25
        + Written articles due to Amy: 9/29
        + Final written content due to Hispanic Center: 10/6
        + Final content & translation due to Angelique: 10/20
        + To Print: 11/3
        + In-Home: 11/17
      * Ideas:
        + Summer Celebration Recap
        + Ask for end of year contributions
        + Free fire alarms (thru Fire Dept./311)
  + Web Site
  + Events
    - Summer Celebration 2017 – Post Mortem
      * GRPS
        + Javier Cervantes reached out via e-mail about disappointment regarding GRPS sponsorship of the event.

Not recognized as a sponsor

No table provided

* + - * NO Sponsors were recognized at the event
      * Volunteers were not properly directed
      * Vendors were instructed to set-up wherever
        + Created confusion and bad flow to the event
      * Cassie from health department thought the raffle went well and Chocolate Jalepenos were great
        + Tonya did not communicate effectively
        + Didn’t see much advertising for the event
        + Missed the free meals for kids
        + Bounce house was great
      * Need *affordable* food at the event
        + Whoo Doggy seemed to do well
        + Slow’s & Pizza was priced too high

Not much activity from guests

* + - * Performance artist not family friendly
        + Swearing in the performance
      * We missed having participation from the crowd with the performances
      * Employee from the city approached board members about event space being wrong
      * No fundraising occurred
        + Unsure if event cost the board money
      * Need to find future vendors that are more in line with the ideals of the event and cost
      * Kids area was great – should be brought back next year
      * Lack of advertising overall
        + No post on Facebook (only an event created)
        + No post on Nextdoor Garfield Park
      * Staff Pro’s & Con’s
        + Pro’s

Multicultural participants

Good array of community resources in attendance

Good children’s activities with bounce house, face painting and clown

The Veggie Van was very well received, especially with the $5.00 coupons giveaway

The GPNA Community Garden table was well received

The Home Security give away idea from GPNA was well received

GPNA got 36 Home Security Surveys completed and counted indicators

The entertainment with the Music DJ & the Jazz band was well received

The weather was perfect for an afternoon event

Food for purchase was available to people

Volunteer snacks free and available

There were enough raffle items to give away

* + - * + Con’s

The event imposed on people who had rented the pavilion and the gym

The Parks & Rec representative informed GPNA that event placement was incorrect

Illegal parking on the parking lot

Set up was problematic due to the lack of a schematic for the resource tables, vendors and staff

Available food was too pricy from both vendors

Inappropriate entrainment of Hispanic rapper with a derogatory Spanish name, especially in a family oriented event

GRPS concern of where the $1,000.00 dollars went.

When Javier did not see a table or chairs for him to set up and the lack of a program to spelled out the sequence of events and logos of agencies, sponsors participating

The GPNA resource table to sign up new members, sell t-shirt or distribute information was deficient

The recruitment request for volunteers was late

The portable sign for the event was late in placement

Multiple small yard signs were not used. Only one was set up and left behind after event

Veggie Van coupons to children was not appropriate and raised concern with the coordinator

Rev. Chase as a MC was under utilized

The Backpack initiative a failure

Marketing for the event was insufficient with reliance only for the radio spots

The lack of communication to staff on what resources were need and/or what roles we were to take

* + - * Let’s build on the positives from this year and year prior and focus more on fundraising for next year
    - GPNA Rain Garden Event
  + Crime & Safety Committee
  + Community Preparedness
* Public Comments
  + Anjelica – Local Business Owner
    - No place for business owners to go
    - Lots of conflicts and no way to address them
    - GPNA’s role is to represent the neighborhoods interest to the city and do things for the neighborhood
      * Leadership development & crime prevention
    - Recommended to meet with Jesus
* Adjournment