**Groundwork Atlanta**

**Board of Directors**

**November 15, 2017**

**8:30 AM – 10:00 AM**

**Board meeting**

Excused Absences:

Scott Whalen

Jaimi Panini

Attendees:

Keith Sharp

Nell Benn

Kathy Hearn (via phone)

Wendy Hogg

Elena Fash

Deirdre Hughes, NPS

Jamisha Washington, NPS

Caroline Ledlie, prospective board member

Craig Pendergrast

Donna Stephens

Carly Queen, Board Chair

Janet Romanic

Joshua Moore, NPS

Robbie Burr

Elly Dobbs

Jill Arrington, ED

Meeting called to order at 8:34 AM with a quorum with greetings and introductions.

Prior board meeting minutes were reviewed. Robbie moved, and Keith seconded, for the approval of the September 20, 2017 minutes. The motion passed unanimously.

Reports

Board President’s Report: Carly highlighted the following items: Some committees have not met regularly since the last board meeting; we will work to make sure scheduling of meetings for 2018 occurs regularly. NewFields is working with GWATL on the formation of a GIS database (all questions or suggestions please forward to Wendy or Carly). Our partnership with the City on Aglanta Grows, a program in Urban Agriculture, is moving and we have a new hire, Maurice Small, and an agreement with Terri Carter for limited hourly work for community engagement/training. We had a Great Launch event yesterday highlighting Aglanta. We submitted a joint grant application to Turner Foundation with partners, to provide funding for green team efforts and additional staffing costs.

ED Report: Jill gave her report highlighting the Task Agreement with GWUSA and the need to make sure we have substantially completed items outlined in the Task Agreement before the March 31, 2017 deadline, to ensure timely application for the next Task Agreement/next distribution of funds. She noted that we are moving well on all programmatic areas, and that we will need to continue work in the area of Green Team activities, tied with Urban Ag, Urban Water and Paths/Greenways (Connections).

Committee Reports

Board Governance Meeting: Board Governance Docs are presented for later discussion in the meeting’s agenda, and possible adoption by the Board.

Finance Committee Met: The committee met and outlined a proposed 2018 budget. The budget will be presented later this meeting.

Programs and Projects: Keith noted the recent Committee meeting. Keith highlighted the joint grant application to Turner Foundation (Crowd-sourcing community engagement), focusing on invasive removal and trail blazing in a Green Team/Green Corps group, and the use of the funds by GWATL if awarded.

There is a Spink-Collins work day this Friday (9AM – 3 PM) with AmeriCorps youth under the direction of Caroline, and Saturday (9 Am – 12 PM) under the direction of Wendy. The third Saturday of the month is the work day for Spink Collins Park. The first Saturday of the month is the work day for Riverside; but they are focused on work near the river right now. Keith introduced Caroline and noted that the AmeriCorps youth (29 individuals) engage in a service project, at Spink Collins Park and Riverside Park. Carly was offered assistance from BCG for landscaping work along the river.

Keith highlighted additional programmatic activities including trash traps on creeks.

Communications: Craig noted that we should all engage in forward looking as every program and every project is a communication need and opportunity. As you are thinking about your projects, think about how you communicate them to the media and partners, in terms of media for before and after pictures, and routing these items through Jill, then our communications consultant and the Communications Committee. There was a call to collect emails, names and addresses for volunteers, and to collect this information, for communication roll-out. Carly noted that the website gets updated with pictures and notices of events, as well as funding opportunities/donation pages.

Development: Carly requested donations by the Board. Please give online or by check.

Old Business

Chattahoochee Brick: Craig noted that Lincoln Terminal is still quiet in discussions. He noted the background meeting with Molly Samuel of WABE about press exposure, and discussions with TPL about the timing of the media exposure given the ARC grant (pending announcement January 2018).

Multi-Path/ Riverwalk Update: Keith noted the ATLCityDesign plan and that the two Mayoral Candidates both seemed favorable in keeping current City staffing supportive of this work. The Proctor Creek Greenway is moving forward, leaving GWATL an opportunity to work on the remainder of the Greenway (last 3 miles which connect to the River/Riverwalk). Carly suggested the opportunity to host the City Design project in Northwest Atlanta.

Aglanta: Wendy noted that she is working with Mario on the next annual fundraiser, Taste of Aglanta/Aglanta Eats. Possible sites include the Botanical Gardens.

Listening Tour: Jill noted the people with whom she has met/recent presentations, and reminded the Board to provide a list of people and organizations that she can meet with and/or engage on a speaking level (presentations).

New Business:

Board Governance Documents: Robbie walked the Board through the documents. Craig had concerns on the Conflict of Interest Policy document and asked to revise it, for the January Meeting. Carly noted that we wanted to have the signed documents from everyone at the beginning of 2018. Keith moved, and Janet seconded the adoption of the Board governance documents (Conflict of Interest, Self-Assessment, Ground Rules for Board Meetings, Board Director’s Agreement, Expectations). After some discussion, the motion was taken to a vote and passed unanimously.

A Code of Conduct document will come at a later meeting.

2018 Budget: Jill outlined the budget. Given time constraints, Carly asked that the Board review the document, offer comments, and provide a vote at the upcoming Social event (TBD).

Board Member Development: Carly noted that we need nominations for the Board by the end of November. She outlined the process and timeline. Robbie noted a friend as a possible member of the Development Committee, who has extensive fundraising experience. Carly mentioned another possible board member, and Keith noted three possible individuals for the Board. Donna mentioned that Nell, Elly, Kathy and Carly are up for re-election to the Board.

Other Business

Carly discussed a year-end social event for the Board. We will send out a request to the Board about it.

Maurice Small, GWATL’s new Urban Ag Program Coordinator was introduced to the Board and had a meet and greet after the meeting adjourned.

The meeting adjourned at 10:08 AM.

Thank you everyone for a productive Board meeting.