

Candler Park Conservancy, Inc. Board of Directors Meeting

Wednesday, October 16, 2019
7:00 pm

Rush Center Training Room
1530 Dekalb Ave NE, 30307

Present: Kim Awbrey, Ken Edelstein, Stacy Funderburke, Dan Hanlon, Elliott Jones, Ben Klehr, John Skach, Perry Smith, Amy Stout, Lauren Welsh, Jack White, and John Wolf

Anne Weinberg arrived at ~7:25 pm, and Doug Wetzel arrived ~7:45

Not Present: Scott Lenhart* and Omar Zaki* (with * denoting advance notice of absence provided)

The agenda for the meeting (although not formally adopted nor strictly followed) was as listed below:

1. Welcome
2. Review and Approve Prior Board Meeting Minutes
3. Discussion and Vote on Submission of Anne Weinberg for General Director Position
4. Committee Reports
 - Board Development and Governance Committee
 - Membership, Fundraising, and Communications Committee
 - Update on Fall Fest 5K and Booth Fundraising Results
 - Finance and Audit Committee
 - Environment, Projects, and Programming Committee
 - Discussion and Vote on Active Lawn Park Pride Grant Application

Approval of Prior Board Meeting Minutes

A motion to adopt the draft meeting minutes from the September board meeting with one modification (replace reference to Playground with Playscape) was unanimously approved.

Vote on New Board Member

Anne Weinberg volunteered to serve on the CPC board of directors. Her work experience and grant-writing skills should make her a valuable addition; and she has been engaged with the Conservancy in recent months, joining the Projects Committee and volunteering at the annual beaver bash. The Governance Committee unanimously recommended her appointment, and a motion to appoint her as a General Director with a term through April, 2021 was unanimously approved.

Committee Reports:

Board Development and Governance:

- The committee met September 25th, and Scott Lenhart distributed the meeting minutes to the board via email prior to tonight's meeting.
- As noted above, the committee voted to recommend the addition of Anne Weinberg to the board of directors.
- Amy Stout reported that the committee reviewed several examples of commitment letters from other organizations in order to prepare a document to outline expectations for new board members. It was suggested that board members could review the form and re-affirm their commitment annually.
- The group discussed and affirmed the importance of a financial policy but felt that the Finance Committee should take the lead on its development.
- In the course of discussing expectations and guidelines for board members as well as a financial policy for the organization, it was decided that it would also be appropriate to develop a conflict of interest policy for board members. The group will research policies from other similar groups to prepare a draft for our organization. This should be a positive thing for

us to have when we are soliciting funding from foundations.

Membership, Fundraising, and Communications:

- This committee met September 3rd and focused on preparation for the 5K road race and the Fall Fest booth.
- Perry Smith noted that we don't yet have the final fundraising numbers from the Fall Fest weekend; but he thinks we brought in more membership dues at the booth this year compared to last year, and we had a positive outcome from our first time helping with the 5K. Participation in the road race was up by ~25% over last year, and income was up by ~\$4,000. The Conservancy earned over \$4,000 as our share of the net revenue, and CPNO has already issued our check. Next year CPNO may want the Conservancy to be solely responsible for running the road race, but it will also be easier to execute next time.

Finance and Audit:

- The finance committee did not meet since the last CPC board meeting, but Treasurer Elliott Jones provided a very detailed financial summary that included income and expenses for the year to date, as well as projected expenses based on previous commitments from prior years.
- He noted that our estimated cash available after outstanding expenses are paid is ~\$43K.

Environment, Projects, and Programming:

- This committee met on October 9, and project updates were provided by multiple board members.
- Stacy Funderburke provided an update on the Erwin Memorial Garden. The last design by Jacob Lange had much higher costs than originally contemplated. They have asked him to revise/right size the plan and to prepare a phased approach. Stacy has proposed April 18th for a volunteer planting day / groundbreaking on the project. They still need to get approval from Park Design. The plans for funding the project include \$10K to be raised by Amy's friends, a \$10K commitment from the Conservation Fund, and \$10K to be raised by Stacy from the neighborhood.
- Jack White provided an update on the Audubon project of invasive removal from the riparian corridor. Efforts to coordinate with all relevant parties are ongoing. Perry, Dan, and Jack had a walk-through on the golf course with Elise Cormier (landscape architect), David Johnson (golf course designer), and Walter Bland (contractor doing invasive removal.) Their next meeting will be a walk-through with two golf course superintendents from the City / Parks Dept to hopefully get consensus on the replanting that is part of the Audubon grant, on no-mow zones, and on repairing the creek crossing at the 6th tee. He hopes we can go to Park Design with the replanting plan in either November or December.
- Dan Hanlon provided an update on efforts to provide bathroom access in the park year around. He and Lauren met with Doug Voss a few weeks ago. There are three issues: access, winterization, and maintenance. Dan indicated that three plumbers expressed no concerns about damage due to frozen pipes since they can insulate the pipes and/or install shut-off valves. Doug Voss wants to isolate the bathroom plumbing from the rest of the pool house. The City expressed support for having personnel from the golf course club house open and close the restrooms each day. The City will not pay for ongoing maintenance, so we would have to cover those costs. However, the soccer group may be willing to pick up that cost instead of continuing to pay for portajohns.
- Jack White provided an update on the playscape project. Perkins + Will is compiling the feedback from the public input session held last week and will have this to us by November 8th.

They would like our response within a week in order to stay on schedule and meet the year-end deadline. They would then revise the schematics accordingly.

- Dan provided an update on the Active Lawn / Amphitheater project. He, Stacy, John, Ken, and Kim have been working together on this. They propose to move forward with the Active Lawn portion first, although the plan is to scoop out the hillside and use that dirt for the field. This provides the initial terracing for the amphitheater though. The plan will incorporate the stormwater control elements from the vision plan, and the field will include a track that can be used for running and to provide access for/reduce impact of special events. Electricity will be added to the field. They have been working to firm up the budget. There are two cost categories: Sitescapes, \$547,775 and Other, \$314,000. Their plans for fundraising include solicitations of CPNO (two allocations of \$60K each), Rival Entertainment (want to match CPNO), the Atlanta Track Club, and the Inter Atlanta soccer league. This project should appeal to foundations because it is multi-generational, benefits multiple user groups, and addresses storm water runoff issues. The Park Pride grant application deadline is November 15th, and they make their decisions in December. We would then fundraise in 2020. With the Park Pride grant, you only have 18 months to complete the project. Construction for the field will last 4-5 months and would not start until after Fall Fest 2020. After extensive discussion, the board voted in favor of applying for a Park Pride grant for \$250,000 to construct the Active Lawn. In addition, the board unanimously approved a motion authorizing the working group to approach CPNO for \$120,000 over two years for the Active Lawn and to engage in other fundraising efforts.