

Candler Park Conservancy, Inc. Board of Directors Meeting

Wednesday, January 20, 2016

7:00 pm

Rush Center Training Room

1530 Dekalb Ave NE, 30307

Present: Ken Edelstein, Amy Erwin, Stacy Funderburke, Ben Klehr, Randy Pimsler, Amy Stout, Jack White; John Skach arrived ~7:30pm

Not Present: Katharine Connell*, Charles Hooker* and Lauren Welsh* (with * denoting advance notice of absence provided)

Visitors: Nancy Boyd, Mark Clement, Walt Weimar

The agenda (drafted by the Chair and included below) was unanimously adopted.

1. Review/Approve Minutes from Last Meeting (5 minutes)
2. Discussion of Structure/Timing for Committee Meetings, Reports, Action Items (10 minutes)
3. Committee Updates (10 minutes each)
 - Governance Committee
 - Fundraising and Communications Committee
 - Project Committee
4. Ad Hoc Committee Discussion (15 minutes)
 - Formation of Strategic Planning Committee
 - Golf Course Committee

Review and Approval of Minutes from Previous Meeting:

A motion to adopt the draft minutes from the December meeting as amended was unanimously approved.

Discussion of the Structure, Timing for Meetings, and the Transmittal of Reports and Action Items from (Standing?All?) Committees:

Stacy indicated that Committees should meet each month prior to the regular Board meeting. Each Committee should provide a written report (including any items recommended for Board action) to the Chair no later than four or five days in advance of the Board meeting in order for him to distribute to the entire group along with the agenda.

Stacy suggested that the group designate Vice-Chairs (or similar) for Committees, as appropriate, to help convene the groups and get their work done. Ben indicated that the Finance Committee does not need a Vice-Chair, as there is little activity. Stacy noted that one suggestion was for Randy to serve as Vice-Chair of the Projects Committee, as it is a very busy one. Ken suggested that each Chair could pick a Vice-Chair. Jack said he thought it would be good for the Board to vote to name any Vice-Chairs. Amy E. suggested amending the bylaws to address this topic. Stacy noted that another suggestion was to have him begin to serve as Chair of the Governance Committee in light of Amy E.'s joining of the Projects Committee. A motion to name Randy as Vice-Chair of the Projects Committee was approved 7-0-1. A motion to name Stacy as Chair of the Governance Committee (replacing Amy E.) was approved 8-0.

Jack said that all Board members should be encouraged and allowed to participate on any Committee that they had the desire to contribute to. Amy S. noted that the time and place of all Committee meetings should therefore be shared with the entire group.

Stacy indicated that Lauren would like to have someone serve as Vice-Chair for the Membership Committee.

Updates from Standing Committees:

Board Development and Governance:

Per Stacy:

- In addition to the other bylaws amendments previously discussed, the Committee will likely propose adding a term limit for Board members, and the current suggestion is four consecutive terms.
- The Committee has also been considering ideas for prospective new Board members.

Membership, Fundraising, and Communications:

Per Amy E.:

- The new website is now live.
- The logo is still in the process of being revised.
- She has been populating the membership database.

Environment, Projects, and Programming:

Per John:

- We really need to get representatives from the Parks Department (especially Amy Phuong and Doug Voss) out there to walk the park. We would like to do it soon, and it would be helpful to do it while the leaves are off the trees. The focus will be on issues related to maintenance/stormwater/flooding/the riparian corridor/recent damage to the dams. He wants to just begin the dialog and hopefully to inspire the Commissioner. Stacy indicated he would set this up.
- He needs to update the design schematic of the park that he previously developed to reflect the input gathered at the community input session held in October and the discussions from the board charrette held in November. Stacy asked if this could be shared with the Park Department representatives, and John said it could if had the update completed before the scheduled meeting.
- The Committee has been considering multiple projects related to mitigating the effects of stormwater runoff and standing water in low-lying areas such as the playground. It is important to try to address these issues prior to starting new infrastructure projects, such as building an amphitheater. Randy recently contacted Pond, and they are going to provide an estimate for preparing a high-level report.
- We also have compiled a list of work projects after multiple walk-throughs with outside experts such as Walter Bland (who has planted natural grasses on the BeltLine). These are mostly removal of invasives and planting of new vegetation to stabilize banks and reduce sheet flow of water and mulching. We would have to pay for plants but could use volunteer labor. We are getting quotes for the plant material. The City is putting together an RFP for invasives removal, and we have concerns about the proposed spraying in the riparian corridor. Amy S. noted that we also want to do planting in the riparian corridor, and Jack indicated that this cannot wait until April. Ken suggested we might partner with Mark Clement on any mulching, and Mark indicated there were tentative plans for a mulching project on the second Saturday in March. Randy indicated that the next step was to get pricing, and then we could go to Parks with our plans to get their approval. Ken said it was good to get credit as well as permission.
- Ken asked why the hydrological study only concerned the area around the playground. John clarified that it would be for the entire park. Randy noted that labeling it a hydrological study was a bit grandiose and that “water management plan” was more accurate. Jack explained that it was for surface stormwater issues and noted that a formal hydrological study was not performed in conjunction the Candler Park Brook Restoration. John noted that the soccer field also gets saturated, and Randy reiterated that Pond will consider the entire park. Ben suggested it would be good to include it in our Committee’s action items in advance of next month’s Board meeting if there will be a request for funds. Amy E. asked if Ben was working on an overall budget for the organization.

- Randy reported that there was an announcement at the CPNO monthly meeting earlier in the week that they are looking for projects to create fundraising opportunities around and that we may be able to work with the neighborhood organization to fund some of these efforts.
- Amy S. informed the group about recent successes in the camera trap project.

Finance and Audit:

Per Ben:

- He has not sent out acknowledgement letters to Board members who made year-end donations.
- We have over \$11,000 in our bank account, and he also has more checks to deposit.

Ad Hoc Committees:

Formation of a Strategic Planning Committee:

A motion to create an *ad hoc* Strategic Planning Committee tasked with leading the board through an organizational plan for the Conservancy was unanimously approved. A motion to name Lauren as Chair of this Committee was unanimously approved.

Jack asked, "What is the procedure for bringing in new Board members?" Stacy said we should send suggestions to him. He would like for any potential new Board members to meet with at least two current Board members. He also noted the Charles and Katharine will be rolling off after the completion of their current term in March.

Update from the Golf Course Committee:

The group (Ken, Jack, Randy, Stacy, and Lauren) has had one meeting. The plan is for Stacy to set up a meeting with the Parks Department. The message they have agreed to convey is that (1) We (the Conservancy) want to engage and (2) We want to make sure we are at the table. The City still has not issued the RFP for the management of the Candler Park Golf Course.