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415 Ethel Ave SE
Grand Rapids MI 49506
616.451.3025

**ECA Board Meeting
February 7, 2022 @ 6-7pm
Virtual**

<https://us02web.zoom.us/j/87026674737>

Meeting ID: 870 2667 4737

Passcode: 419182

Minutes

1) Welcome & Call to Order (President, 2 min.)

- Meeting started at 6:05 p.m.

2) Approval of the [Agenda & Minutes](#) (2 min.)

- **Motion** by Rion Hollenbeck . **Seconded** by Pamela Goderski.
 - i) *Motion carried unanimously - Agenda & Minutes approved*

3) [Financial Report](#) (Treasurer, 2 min.)

- According to the December [Financial Statement](#), there is a net revenue of \$11,970.00 (compared to \$12,830.80 in November and -\$16,068.99 at this same time last year) as of December 31, 2021. There is a cash balance in the bank accounts totalling \$61,026.83 (compared to \$60,707.87 in November) as of January 10, 2021.
- End Of Year Highlights:
 - in 2021 we created the Building Fund which now totals \$4,272.11
 - we saw a 174.5% increase in net income compared to 2020
 - in 2021 we were able to increase our revenue by nearly \$17k while decreasing our expenses by nearly 12%, resulting in a Total Net Revenue greater than 2019s

4) [ED Hiring update & Vote](#) (President, 5 min.)

- Resume
- The Executive Committee and Hiring committee is recommending the hiring of Courtney Burrows.
- She is an Eastown Resident and has prior ECA Board experience.
- She has spent the past several years in Korea, and recently returned to Eastown and was very excited to get involved.
- Very focused on building relationships and community outreach.
- The offer (see letter) will be for 32 hours per week and she will be starting February 23.
- Board discussion
 - i) We don't have the luxury of having ED transition overlap, but with prior board experience, the transition should not be too difficult.
- **Motion** by Pamela Goderski. **Seconded** by Gavin Cornwell to approve the hiring of Courtney Burrows as the ECA Executive Director position per the offer letter included.
 - i) *No discussion*
 - ii) *Motion carried unanimously*

5) Operating Updates (President, 10 min.)

- a) [Rental Certification](#)
 - i) Inspection was done
- b) 2022 CDBG NOI/RFP Response
 - i) Proposal was sent in for intent to request for funding.
- c) CDBG Reporting
 - i) Submitted the quarterly reporting in January - went well
- d) Participatory Budget
 - i) City is providing additional funding as part of the ARPA funding
 - ii) There are various tiers that we could sign up for to get additional funding.
 - iii) We signed up for Tier 5 which
 - iv) Dakota is attending an orientation on Feb 9
 - v) **Link to be sent out**
- e) Board Positions
 - i) Simon is stepping down as well at this time
 - ii) Open positions include Simon, Brigid, & Noah
 - iii) We have had no board applications for voting at the Annual meeting.
 - iv) We can reach out to the people who applied last time and see if they are still interested. - Dakota to reach out
- f) Meeting location discussion (virtual vs. in-person)
 - i) Some feedback from folks not interested in being on another Zoom board
 - ii) We will continue to offer the Zoom option, but there is a desire to meet in person
 - iii) This is a larger issue of finding volunteers for these types of positions.
 - iv) There is a desire to really start building more a sense of team
 - v) Rion & Mike to work on ways to make the Hybrid meetings better for everyone. - Mike to lead the effort.
 - vi) We will look to have the March meeting in person/hybrid.

6) **Draft 2022 [Annual Budget Review](#) (10 min.)**

- [2022 Proposed Budget.xlsx - Google Sheets](#)
- The budget is showing a deficit, but we are committed to filling the budget hole and ensuring we come out ahead.
- **Motion by Mike Bopp . *Seconded* by Pamela Goderski to approve the 2022 budget.**
 - i) *No Discussion*
 - ii) *Motion carried unanimously*

7) **Annual Meeting Update (5 min.)**

- Dakota started the run of [show document](#)
- We are asking all board members to help update the slides accordingly
- Liz will share updated info on Instagram
- Board should sign in 30 minutes early - Dakota to send out invitation
- Board to keep an eye on Slack and email this week for prep

8) **Committee Updates (2 min. ea.)**

- Executive Committee (Staci)
 - No additional updates beyond operating updates above
- Bricks & Mortar (Christian/Liz)
 - No updates
- Community Engagement (Noah)
 - Gavin & Noah met, and Gavin will be taking over chairing the community engagement committee
 - Discussed ways to increase engagement with underrepresented communities
 - Discussed moving times of meetings

- New ED is very interested in this space
- Events/Fundraising/Marketing (Pamela)
 - Special thanks to Staci for getting Cozy Streetfair swag bags together
 - All deliveries have been done except pickups and one delivery
 - Annual Meeting is next big event
- Garden (Mike/Gavin)
 - Mike is working on a plan for how to improve the garden
- Uptown (Dakota)
 - Planning on holding a meeting for all neighborhood associations. Discussing on how to make things more sustainable and affordable.
 - Are there services that we can group together to get economies of scale.
- EBA (Steven)
 - No update

9) Other Business/Action Items (2 min.)

- Official goodbye to Noah Joseph from the ECA Board. The board thanks you for your commitment and work!
- Start to think about the Sigsbee park clean-up event this year

10) Adjournment

- **Motion** by Rion Hollenbeck. **Seconded** by Pamela Goderski to adjourn the meeting.
 - Motion carried unanimously - Meeting Adjourned at 6:53 pm

Next Meeting Date: Mar 14 @ 6pm

In attendance: (7 required for quorum - Those checked were present)

- ~~Dakota Riehl-Davis, President~~
- ~~Staci Rickman, Vice President~~
- Steven Martinez-Thiel, Treasurer
- ~~Rion Hollenbeck, Secretary~~
- Brigid Avery
- ~~Mike Bopp~~
- ~~Gavin Cornwell~~
- ~~Liz Girgen~~
- ~~Pamela Goderski~~
- ~~Noah Joseph~~
- Christian Verley
- Simon Hu