



415 Ethel Ave SE
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**ECA Board Meeting
October 11, 2021 @ 6-7pm**

<https://us02web.zoom.us/j/84820630473?pwd=ZGEzTXBVV1hEREw4T1ZFM3puSjlvZz09>

Meeting ID: 848 2063 0473

Passcode: 552842

Agenda

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

- a) Absent - Rion and Drew. Pamela and Steven left at about 6:20.
- b) Present: Staci, Dakota, Brigid, Drew, Noah, Gavin, Liz, Christian
- c) 6:03pm called to order

2) Approval of the Agenda & Minutes (2 min.)

- a) Pamela motioned to approve the minutes and agenda
- b) Noah seconded motion
- c) No Nays or abstain

3) Guest Introduction(s)

- a) No guests
- b) We will be posting agendas before the meetings in the future. Neighbors can join if they contact us and we will send them a link. Designated times for public and private meetings.

4) Financial Report (Treasurer, 2 min.)

- a) Easttown Financial was not able to get the financial report done in time. Steven will share when it is available. Rachel is out of office until Wednesday.
- b) Other financials - Steven on vacation until recently. Diving into instructions Emma left and will have a firmer grasp tomorrow. Steven will pick up debit card and deposit checks.
- c) Need I-99 filed by Nov 15th - Steven working to complete.

5) Operating Updates (President, 5 min.)

- a) CDBG annual audit findings
 - i) Went well - no formal citations.
- b) Transition responsibilities/to-do's
 - i) Exec committee has been preparing for Emma's exit - transition planning. Steven is taking more active role in finances and reporting and in charge of those accounts. Rion is taking over email communication and in charge of all passwords. Rion also doing Access. Dakota and Staci communications, reporting, hiring, onboarding. If you have extra time please jump in to assist, especially with events/fundraising/marketing, and neighbor relations. We received about 15 applications. There were about 4 candidates we will move forward. Hiring committee will meet soon to discuss process.
- c) Insurance claim situation
 - i) A woman fell at Biz Baz and she placed an insurance claim - working with insurance.
- d) Whiteness at Work

- i) Staci will put poll in Slack to see how people want to do the Foundations part of the Whiteness at Work training. Can be done alone or in cohorts. The other 4 modules will be done together as a group starting Jan 1. Whether you complete foundations on your own or in a group, all Foundations modules need to be done by Jan 1.

6) Hiring update (15 min.)

- a) Will present our recommendations and interview findings at the next board meeting.
- b) Brigid is in career services so the interview process is weird to can be contrived. Project based interviews. Final two candidates do a presentation to the full board. Keep alive the conversation of having grad assistants as admin support. 2 year agreement will help alleviate ED's plate. Could offer a tuition discount.

7) Annual Appeal/[Virtual Streetfair Event](#) (10 min.)

- a) Vendor info just went live a few days ago. Different levels for vendors to be involved. Working with James on videos for premiere sponsors (Cheryl Grant and Harmony, plus 2 more). James is on track with schedule. Marketing will go out after Howloween. Similar to a telethon style - different sponsor levels where you receive more if you give more. Will be asking board members to help solicit sponsorships.

8) Committee Updates (2 min. ea.)

- Executive Committee (Staci)
 - see operating updates
- Bricks & Mortar (Christian/Liz)
 - Has been conversations about new developments. Emails about Robinson Flats and our handling of that. Dakota responded to neighbors' concerns. Residents page has had conversations about Fulton Manor and them not feeling informed. We should explore more ways to do follow up info/inform neighbors more than once - facebook posts and Access were cited as not being enough. Posting meeting agendas moving forward. We also invited neighbors to join Bricks and Mortar.
- Community Engagement (Noah/Drew)
 - Short meeting last time. Our next meeting Noah can't attend so Staci to facilitate review of goals and review CDBG objectives.
- Events/Fundraising/Marketing (Pamela/Brigid)
 - Brigid is taking on annual fund appeal letter which will go out in November. Emma got a lot of it ready in advance. Board members to ID neighbors to send a personal note to. Possible signing night where we sign, will drop off letters so all board members can at least sign.
 - Halloween event is this weekend. Need to sell at least 1 keg to not lose money. 12-5. We need volunteers for the ECA tent to sell merch and beer tix. Brigid got "I'm a dog person" pins from Aquinas.
- Garden (Mike/Gavin)
 - Not too much to report - Mike has been thinking about where to go with the garden in future years - perhaps individual plots. Steve from Local Epicurian may want a plot for the restaurant. We also need to haul stuff away from the yard but need a truck to do so. If you know of someone who could help let us know.
 - Brigid - we need a backyard makeover so we can get it to the place where we could rent the space. Also M Llive company will come and plant native gardens (not veggies) for free (provide plants and do labor). Brigid looking into it.
- Uptown (Dakota)
 - Uptown sponsored architecture approaches to public safety with police and local businesses (ex: lighting).

- EBA (Steven)
 - Need from Steven

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

a) Did we hear back from Cheryl Blackington re: AQ students throwing party? Coach has a sit down meeting with the players to discuss how to be good neighbors.

- i) Yes, small chat with Mike. We diffused the situation and she seems pleased Mike let her know that we want to hear any follow up.
- ii) Liz - recommend which part of the agenda is open and put a cap on speaking time per resident. We also need to require guests to turn in presentation docs at least two business days in advance. End of day Friday so that board members have weekend to review.
- iii) Pickleball - Brigid approached by alumni who talked about doing an anniversary gift AQ for basketball courts. He has been in contact with Pickle Ball folx.

10) Adjournment

- Motion to adjourn - Brigid.
- Gavin second. All in favor
- Meeting adjourned at 6:55pm

Next Meeting Date: Nov 8th@ 6pm