



Board of Directors Meeting Minutes
January 16, 2021

The annual retreat of the Friendship Community Group Board of Directors was on January 16, 2021 through the online meeting service, Zoom.

Directors Sara DeLucia (President), Jayne Bower (Vice President), Thomas Youngs (Treasurer), Thomas Hritz (Secretary), Diana Ames, Rod Cunningham, Carla Lukehart, Joe Mattis, Danielle Novick, Dinora Putman were present. Board members not in attendance were Logan Burwood, RJ Huebert, Vince Manetti and Evan Stein. Previous Director Larry Laude also attended.

A quorum was noted to be present, and the meeting was called to order at 9:21 by Sara, with Tom Youngs taking the minutes.

The retreat was held in lieu of the January board meeting.

Introductions

Sara asked each of the directors to introduce themselves and to provide some information on their background and interests.

Election of 2021 Officers

Based on nominations from the floor,
Diana (Rod) moved the following:

Resolved: That the Board elects the following board officers for 2021:

President	Sara DeLucia
Vice President	Jayne Bower
Secretary	Tom Hritz
Treasurer	Tom Youngs

The motion carried.

The officers will immediately take office.

Board Orientation

There was a discussion of the FCG mission statement as adopted in May of 2020.

Larry discussed the FCG bylaws. They are not posted on the FCG website and there should be some consideration of doing so. Larry mentioned that some changes to the bylaws are necessary regarding

timing of when the Board is elected. This issue should be addressed prior to the fourth quarter community meeting.

Larry also discussed parliamentary procedure. Robert Rules of Order are not specifically required for use at FCG Board of Director (BOD) meetings. A quorum must be in attendance at FCG BOD meetings in order to vote and pass any motions. A quorum is one-half of the number of currently elected BOD members plus one. Larry noted that email voting is not in the bylaws and thus should be used sparingly, if at all. The BOD should consider amending the bylaws to permit email voting.

Larry talked about the use of consent agendas for monthly BOD meetings. He explained that the BOD meeting minutes must explicitly list any approvals from the consent agendas. Larry also noted that any BOD member may request that a consent agenda item be moved from the list of consent agenda items to the main meeting agenda for further discussion.

Sara stressed that consent agenda items for BOD meetings must be emailed to BOD members by 7:00 pm on the Monday before the monthly BOD meeting.

Tom H. noted that he had a committee reporting template that might be useful and he will share it. He also took the action item to develop a process for an "action log".

Larry reminded all BOD members to submit their conflict of interest statement. It must be submitted each year.

Larry noted that the bylaws state the roles of officers.

Committees

There was not a formal vote on committee chairs. The BOD did, however, discuss each committee. It was noted that a committee chair must be a member of the BOD. Vice chairs, however, may come from the membership.

Housing and Business Borders Committee (HBB)

Tom Y. will act as interim chair until another BOD member wishes to chair. Tom H., Danielle and Joe stated that they will participate as members. Continuing HBB members are John Axtell, Jennifer Haven, Barbara Adams, Brian Sullivan and Emily George.

HBB will continue to review developments in the neighborhood and to post meeting summaries on the FCG website. HBB attempts to have a speaker at alternating monthly meetings which are held on the first Tuesday of each month.

Neighborhood and Environment Committee (NE)

Danielle discussed the overwhelming number of tasks and goals of NE and will co-chair the committee with Carla. Danielle suggested that the focus this year will be on Baum Grove. Rod agreed to be vice chair.

Communications and Community Building Committee (CCB)

Carla discussed 2020 and noted that due to the pandemic that it was unlikely that there will be any community events in 2021. CCB will continue to attempt to produce an FCG newsletter on a regular basis. RJ will take over as chair in 2021. Carla will remain a committee member.

At this point in the meeting the BOD discussed renaming the NE and CCB committees.

Jayne (Danielle) moved the following:

Resolved: That the Neighborhood and Environment Committee name be changed to Baum Grove Committee and that the Communications and Community Building Committee name be changed to the Outreach Committee.

The motion carried.

Sara requested that the Baum Grove Committee and the Outreach Committee outline 2021 goals by the February BOD meeting.

F4 Committee

Jayne and Dinora will co-chair. Jayne will transition duties as this is her last year on the BOD. Due to the pandemic, there will not be a true F4 Festival this year. There will be a plant sale with details to be decided. F4 needs to submit a revised budget. Carla, Danielle, and Diana will be members.

Finance Committee

Tom Y. as treasurer serves as ex-officio chair. Dinora agreed to join as a member. Larry will also be a member. Unsure if Evan will continue on committee.

House Tour Committee

Due to the pandemic there will not be a house tour in 2021. There is the possibility of a virtual holiday tour. A revised budget should be submitted. Sara will chair the committee.

Baum Grove Safety Committee

Sara will continue to chair. Dinora, Jayne, Tom H., and Tom Y. will be members. The pavement in front of Baum Grove is scheduled to be painted in the spring of 2021.

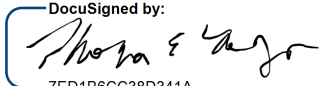
Executive Committee

Members agreed on need to meet soon.

Adjournment

Jayne (Diane) moved to adjourn. The motion passed.

Submitted by:

DocuSigned by:

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Thomas E. Youngs, Jr., Treasurer

These minutes were approved at the _____ Board of Directors meeting.
February 10, 2021