



Friendship Community Group
Board of Directors Meeting Minutes
February 15, 2024

The following Board members were in attendance: Nancy Cohen, Abby Slovonick, Elizabeth Reitz Schwall, Diana Toole, Ellen DiBiase, Nikki Coffee, Julie Grove, Lee Ann Antol, Rachel Murchison, Danielle Novick, Sierra Weir, and Brian Gruendl.

Regrets from Aafke Butter and Steve Morrow.

Ellen DiBiase called the meeting to order at 7:06 p.m. as a quorum was present.

- I. Ellen DiBiase requested a motion to approve the consent agenda items. **Lee Ann Antol (Nancy Cohen) moved to approve the consent agenda items.** The motion was approved unanimously.
 - a. November 2023 Annual Meeting Minutes
 - b. November 2023 Board Meeting Minutes
 - c. January 2024 Board Retreat Minutes
 - d. FY 2023 Year End Statement of Financial Position
 - e. Comments on the Statement of Financial Position
 - f. Management Financial Report as of January 2024
 - g. Management Financial Report as of November 2023
 - h. ZDC Committee February 2024 Minutes

- II. Ellen DiBiase shared that Denise Mianzo has resigned from the board of directors. There is now an additional vacant position to fill, and a chair for the 2025 Friendship House Tour is needed. Lee Ann Antol is chair of the board nominations committee.

- III. Abby Slovonick provided an update on the \$10k investment in an 8-month CD. We now have two CDs. In the future, the ideal is to have three CDs. The finance committee will make a recommendation when interest rates are ideal.

- IV. Ellen DiBiase introduced the three prospective new board members to fill vacant positions: Danielle Novick, Steve Morrow, and Sierra Weir.

- V. Ellen DiBiase requested a motion to elect the three new board members.

Lee Ann Antol (Julie Grove) moved to appoint Danielle Novick, Steve Morrow, and Sierra Weir to fill vacancies on the board of directors.

The motion was approved unanimously. Their terms will expire at the end of 2024 and will be eligible for re-election at that time.

- VI. Ellen DiBiase reviewed the proposed chair assignments for new board members and requested a motion to approve the three assignments. **Elizabeth Reitz Schwall (Lee Ann Antol) moved to approve the chair assignments.** The motion was approved unanimously.
 - a. Danielle: F4 co-chair
 - b. Steve: Audit Committee chair
 - c. Sierra: Baum Grove co-chair

- VII. Baum Grove Update - Julie Grove
 - a. In connection with Diana Ames, it has been determined that the elm tree in Baum Grove needs urgent pruning. Julie Grove is procuring a bid.
 - b. Looking for a volunteer to remove the lone Christmas tree and to do future Christmas tree collection and removal.

- VIII. Finance Update - Abby Slovonick
 - a. Abby brought the budget for each committee to distribute to the committee chairs to review and provide any changes for the year. She will incorporate any changes, and we will vote on the final budget in the next board of directors meeting.
 - b. A general overview of FCG's budget was provided, including information about FCG's primary revenue and expenses.
 - c. Purchases over \$500 require two quotes, and the check requires two signatures from executive committee members.

- IX. F4 Update - Elizabeth Reitz Schwall and Danielle Novick
 - a. The F4 planning meeting was held on February 13, 2024. They are seeking a volunteer coordinator and artists to participate in the event. The book sale will return and be limited to children's, young adult, and gardening books. The committee is soliciting potential sponsors for the event and art donations for the raffle.

- X. Ellen DiBiase shared that Quarterly Community Meetings will be held on March 11, May 22, and October 7, 2024
 - a. (pending) Mayor Gainey to attend March or May meeting, or F4
 - b. Lindsey Aquino-Robles is our newly assigned community liaison and will attend all community meetings.
 - c. One representative from each of the committees will need to attend to provide updates to the community: Baum Grove, ZDC, and Outreach.

- XI. The Progressive Dinner is being reinstated. It is not an FCG event, but they are using our roster to recruit participants. All FCG board members have been invited. It will be on April 6, 2024, and is being organized by Diana Ames and Kate Okabayashi.

- XII. FCG is moving away from Giving Tuesday and is moving the main fundraising event to the spring. Ellen DiBiase is working with the Finance Committee on Friendship Day of Giving, and it will be on April 12, 2024.

- XIII. The Pittsburgh Marathon Inspiration Station will be on Sunday, May 5, 2024. Jeremy Waldrup organizing (pending).

- XIV. Committee member lists - Ellen DiBiase asked that committee chairs track committee meeting attendance and submit it to Larry Laude in order to keep email lists updated.
- XV. Ellen DiBiase will be applying for a URA sponsorship grant for F4.
- XVI. Ellen DiBiase requested a motion to adjourn the meeting. **Danielle Novick (Sierra Weir) moved to adjourn the meeting.** The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Diana Toole (Secretary)
February 15, 2024