



**Friendship Community Group**  
**June 2024 Board Meeting Minutes**  
Friendship Avenue Church | June 5, 2024

The Friendship Community Group held its June Board Meeting on Wednesday, June 5, 2024. The following Board members were present: Ellen DiBiase, Danielle Novick, Rachel Murchison, Nikki Coffee, Abby Slovonick, Aafke Butler, and Sheila Grab.

Regrets from: Julie Grove, Sierra Weir, Nancy Cohen, Elizabeth Reitz Schwall, and Steve Morrow.

**Ellen DiBiase** called the meeting to order at 7:07, as a quorum was present.

- I. Ellen requested a motion to approve the Consent Agenda items as listed. **Rachel Murchison (Danielle Novick) moved to approve the Consent Agenda items.**
  - a. May 2024 Board Meeting Minutes
  - b. May 22, 2024 Quarterly Community Meeting Minutes
  - c. April/May 2024 ZDC Meeting Minutes/Agenda
  - d. May 2024 Outreach Meeting Minutes
  - e. 2021-2024 F4 Income/Expense Report
  - f. Jan- May 2024 Treasurer's Report
  
- II. **F4 Success**

Ellen congratulated Elisabeth, Danielle, and Lee Ann for the success of the F4 event. The event brought in over \$7,000 compared to the \$4,000 from the past two years.
  
- III. **E-vote regarding Pittsburgh Glass Center**
  - a. Ellen resolved that the Board ratify the email vote on May 29, 2024, by the FCG Board that authorized FCG to pay in full \$2,500 to Babich Acoustics for a post-construction sound study of the Pittsburgh Glass Center. **Aafke Butler seconded the motion to authorize FCG to pay in full \$2,500 to Babich Acoustics for a post-construction sound study of the Pittsburgh Glass Center.**
    - i. An e-vote was required due to the need to book the sound study asap during summer months, as Babich was already booking into mid-July.
    - ii. The ZDC had acquired two bids; the other was for \$6,500. Babich was chosen not only for cost but also for consistency, because they conducted the pre-construction sound study.
    - iii. FCG wanted to offer to pay for this sound study as a sign of good will toward PGC, given their quick action to resolve several other outstanding neighbor issues and the additional expenses they've had to take on to remediate such issues.

- b. Ellen resolved that the Board ratify the email vote on June 1, 2024, by the FCG Board that confirmed the election of Sheila Grab to the FCG Board. **Nikki Coffee seconded the motion to confirm the election of Shelia Grab to the FCG Board.**

#### **IV. Updates**

- a. Friendship Day of Giving (Ellen)
  - i. There were two additional board gifts, so there is now 85% Board participation.
  - ii. Total gifts to date: \$3,032.71.
- b. City Festival Grant Received
  - i. Will reimburse up to \$1,000 for FCG Family Movie Night on Friday 8/23.
  - ii. Building the event: face painting, goodie bags, music, etc.
- c. Venmo account  
Abby reports the Venmo account is set up correctly under the FCG name.
- d. Baum Grove (Aafke)  
Aafke reported that Tate Woodward has committed to lawn maintenance at least during summer months every two weeks. Sage Landscaping will be hired for services next year. Volunteers will handle maintenance for the remainder of 2024.
- e. The ZDC meeting Council sent out the request or proposal for the 2025 city budget. Any project proposed must cost more than \$50,000. The FCG may possibly propose speed bumps and a traffic light at the end of South Pacific and Liberty.

#### **V. New Items of Business**

- a. Board Participation Expectations (Ellen)
  - i. Ellen asked for more Board participation for community meetings and volunteering at events. Committee leads should take responsibility for their respective committee duties. There was an ask that the Board support committee events and projects as able, and that Board actively participate in volunteer recruitment.
  - ii. Community Events
    - 1. Summer Picnic: Friday 7/19, 6-9 pm
    - 2. Yard Sale: Saturday 8/10 (rain date 8/11), 8 am – 2 pm
    - 3. Family Movie Night: Friday 8/23, time TBD
  - iii. E-Votes:  
Voting is the primary responsibility of the Board. Alerts for e-votes are sent via text and email. There is 48-hour time frame allowance for e-vote submission so that everyone has an opportunity for their voice to be heard.
  - iv. Owing Committee Projects/Events  
Ellen asked that Committee chairs to take responsibility for their own communications between members, making sure email lists are up to date, committee meeting/event attendance, and take responsible for their respective social media communications.
  - v. Documentation in Box  
Committee chairs are reminded to place documentation related to Friendship business i.e. fliers, project plans, meeting minutes, agendas, sign-ins in Box.

- b. Community Inclusivity
  - i. Board members can be mindful of making neighbors feel welcome at meetings and events. We can extend personal invitations to neighbors and engage with people we've not seen/met before.
  - ii. Yard Sale and picnic events will be announcements will be distributed by postcards for targeted door-to-door distribution on to reach a larger audience throughout the Friendship area. Volunteers will be needed. This effort will focus around the east side of the neighborhood, specifically on Strafford and Fairmont streets. The Board should keep inclusivity in mind when hosting meetings, pricing, and advertising.

Outreach will come up with talking points to distribute to the Board at the next meeting as a guide for the Summer Picnic.

## VI. Upcoming Meetings

- a. Next Board Meeting: Wednesday, July 10, at 7 pm- Friendship Avenue Church
- b. Next Quarterly Community Meeting and Elections: Date change Wednesday, October 2, at 6:30 pm- Friendship Avenue Church
- c. FCG Committee Meetings
  - i. **Baum Grove Committee:** Wednesday, June 12, at 7 pm- Friendship Avenue Church
  - ii. **Zoning & Development Committee:** Tuesday, July 2, at 6:30 pm- Friendship Avenue Church
  - iii. **Outreach Committee:** Wednesday, July 10, at 6 pm- Friendship Avenue Church
- d. Other Meetings/Events of Note
  - i. **Monthly Zone 5 Public Safety Meeting:** Every 2<sup>nd</sup> Tuesday at 6 pm- Kingsley Association
  - ii. **Monthly District 7 Mtg w/ Deb Gross:** Every 3<sup>rd</sup> Monday at 12 pm- Zoom
  - iii. **Monthly Baum-Centre Initiative Meeting:** Every 3<sup>rd</sup> Tuesday at 6 pm- UPMC Shadyside or on Zoom
  - iv. **Penn Ave. Phase II Streetscape Community Meeting:** Thursday, June 6, at 11 am- BGC Activity Center (Meeting #2 of 4)

## VII. Ellen DiBiase (Rachel Murchison) motioned to adjourn the meeting at 8:43 p.m.