

Stadium Neighborhoods Community Trust Fund (SNCTF)

Meeting Notes

July 10, 2019 * 6:00-7:30 p.m.

Dunbar Recreation Center

AGENDA

- I. Call to Order (6:10 pm)
 - a. There was a motion to add “New Business” to the agenda.
 - i. All approved
 - b. Welcomed new Project Manager (Community Build Venture)
 - c. Introduce Board

- II. Review and Approval of Prior Meeting Minutes
 - a. June 5, 2019 – Motion to approve minutes
 - i. 2 abstain, 6 approved

- III. Chair Report - John Helton
 - i. Everyone who presented for the Annual Proposal to the CDHS Committee for Council did a great job and the presentation went well.
 - ii. John emailed the document that was used to advance the House Proud proposal. He sent those as an example or template to advance the 8 projects that were approved on May 8th. This would allow us to use a standardized process.
 - iii. The Program Manager proposed that they would work with the various organizations to fill out the template if there are any questions. Board members will also contact organizations to ensure they fill out the form. They will also create the template and send it out on July 11th.
 - iv. Rick stated that Councilperson Shepherd has stated that we should have a documented process in place with a criteria that we used on how these were awarded. She wanted all of that in place before they would vote on anything else. She has stated this twice.
 - v. The Program Manager asked is there was some standard criteria in place that we can include in the template.
 - vi. Our template wasn't put out before they applied.

- IV. Committee Reports
 - a. Governance
 - i. By-Laws Update – David was out, but we do have a draft of the by-laws. The lawyer hasn't been paid yet.
 - ii. Mary state that she processes invoices 3 months at a time. She was waiting on the lawyer's invoice to submit for January – March. She did not get the invoice. She waited and when we got to April, she had his invoice, but did not have his address so she could not submit it to be paid. She sent January – April invoices anyway. When David submitted the lawyer's address, that was after she had submitted those 4 months and she has not submitted any invoices since that time. So we are waiting for May – July to submit invoices.
 - iii. It was proposed that vendors have their invoices sent to be paid right away.

- iv. John stated that the by-laws need to be approved. We need to shift the responsibility of gathering the by-laws to the Program Manager and put them on the agenda for August.
- b. Operations
 - i. Mary is gearing up to shift her responsibilities to the Program Manager.
 - ii. Additionally, the Program Manager should get with Mika to get the information for the website.
- c. Program Management
 - i. Semaj stated that we need to come together as a group to put in the criteria for having awards because we gave out awards with no criteria. We need to have a retreat to get this done.
 - ii. Sherise stated that it was not in the legislation for us to have a criteria. The communities have been suffering for a long time and we need to get the funds out and come back later with putting out an RFP process.
 - iii. Dates were proposed for August for August 10th or August 31st for the retreat to build out our criteria for an RFP process.
 - iv. Ms. Jane proposed that we make sure that the people on this Committee should be present for this meeting.
 - v. Rick could get Zoo Atlanta for free.
 - vi. The 10th seems to be the date that most Board members are available. People agreed that the 10th would be the date for the retreat.
 - vii. The Program Manager stated that we could draft some questions for everyone to have some things to consider while we are in the retreat for those of use who won't be able to attend.

V. New Business

- i. Ms. Jane proposed that we partner with Westside Work because they have a job training program. All this Board would have to do is provide some Marta cards and possibly incentives to work with our respective communities. Westside Work would provide their services for free.
- ii. Ann Marie proposed 2 projects for the Pittsburgh Community.
 - 1. Stewart Center was presented – the Board did not want to entertain purchasing a home because we are not a legal entity. They would need to restructure their proposal.
 - 2. The Pittsburgh Collaborative was presented – the Board invited them to apply once we have a criteria in place.
 - 3. Ann Marie did not mind the groups waiting until they have a process in place, seeing as these would not go in with the 8 and we would likely have a criteria in place soon.
 - 4. Board Members had various questions that could not be completely answered by Ann Marie.
 - 5. Travis felt that the projects needed more vetting before we could vote on them.
 - 6. The Board really wanted to wait until we have a process in place in order to approve any projects
 - 7. A motion to made not to hear any more projects until we have a process in place.
 - a. 6 approved, 2 abstained

VI. Comments and Announcements - Three-minutes per member who wishes to speak

- a. Sherise wanted to take the temperature of the groups
 - i. Members agreed that they feel good and feel like we are finally getting somewhere.
 - ii. Everyone is excited about having the Administrator/Program Manager in place.
 - iii. What is the contact point for the Program Manager? They were asked to think about that and get back with us.
 - iv. We've accrued interest on our \$5 million.
 - v. We should entertain getting paid \$50 for the retreat as well.
- VII. Adjourn Full Meeting (7:27 p.m.)

NEXT MEETING:
TBA due to Labor Day Holiday