

Friends of the James River Park Board Meeting
Tuesday, December 3, 2019 at 6:30 pm
Meeting Minutes

Board members in attendance:

Mary Kay Martin, Vice President
Scott Dickens
Jake Savage
Scott Silvester
Kevin Tobin
Greg Velzy
Cary Wing

Staff members in attendance:

Bryce Wilk, Park Superintendent
Shawna Shade, Friends of the James River Park

Meeting Minutes

Shawna Shade circulated minutes from the November board meeting. Scott Dickens motioned to approve the minutes as written. Greg Velzy seconded the motion and it passed unanimously.

Park Superintendent's Report

Bryce Wilk asked the board to vote on funding up to a \$5,408 payment for Base Document Report (BDR) paid to Capital Region Land Conservancy in order to incorporate 17 islands equating to over 140 acres of land into the James River Park sSystem conservation easement. This will be paid once the reports have been completed. The \$5,408 represents half of the total cost of \$10,207 for SKTWorks, LLC to complete the Baseline Documentations Reports (survey) using GIS. The City of Richmond will cover the other half of the total cost. The board voted to approve the funding from our Protection and Preservation Funds. It was determined that this expense is in line with the goals and purposes of the P & P fund.

Bryce Wilk reported on December 11th, Kirt Rieder of HargreavesJones will host a presentation on the Missing Link in Richmond City Council Chambers at 6pm.

Bryce Wilk reported on upcoming events:

James River Advisory Council's Parade of Lights: Saturday, Dec. 14, the park's designated viewing area will be the top of Libby Hill. The Parade starts at 6pm. The staff will be grilling hot dogs and will provide hot drinks. Binoculars and viewing scopes will be set-up on site. It is the hope of the staff that next year the viewing area will be at Intermediate Terminal.

Winter Solstice: Saturday, Dec. 21, 4:30pm-7:00pm, Belle Isle. The staff will provide a fire pit and warm drinks. Guests are encouraged to bring musical instruments or poetry if they would like. Of note; it is the park staff that lobbied for this event to happen after it was decided last month that the winter solstice would not be a FOJRP event this year.

VCU Master of Fine Arts Class: Saturday, Sunday and Monday; December 7,8 & 9
12:00pm-7:00pm. At the Pumphouse. This will be open to the public with a \$5 suggested
donation to Friends of the Pumphouse

Treasurer's Report

Shawna Shade reported we had a good month of donations & memberships. The final payment for the Pumphouse kiosk was made. Other than that, no unusual activity occurred.

Account Balances:

General Checking Account:	\$199,746.33
Protection & Preservation Acct.:	\$ 35,455.55
Total in Accounts:	\$235,201.88

Other Assests:

Bank of China (Matures 1/27/2019)	\$26,992.63
Bank America Charlotte (Matures 11/13/2020)	\$26,910.90
Cash (Reinvesting in next CD)	\$27,344.58
Total (Investments)	\$81,248.11

Committee Reports

Events Committee: See Bryce's report for upcoming events.

Membership Committee: Shawna Shade reported 265 "End-of-Year Giving" letters were mailed (postal) to past members who's membership expired between 2016-2018. Copies of the letters remain so Shawna will be sending letters those members that expired in 2015. Since the "Giving Tuesday" email was sent on Monday, 5 donations totally almost \$1000 has been received. Shawna has started a 30-day trial subscription to The Little Green Light membership management database. After researching several sites, Shawna feels this site's services are most in line to what our needs are, at a cost of approximately \$450 a year.

Board Development Committee: Greg Velzy reported there 2 individuals interested in joining the board, Brooks Whitten and Andy Thompson. Greg is awaiting their applications and will schedule a day and time to meet with them following our strategic planning meeting.

Greg Velzy reported on the need to complete inspections of the conservation easement parcels in the park system as required annually by Capital Region Land Conservancy (CRLC). As our liaison with the CRLC, Greg has been coordinating with Jane Myers, of CRLC. Inspections of the approximate 9-10 parcels will hopefully begin in January so that all reports can be completed and submitted by the end of February. Volunteering Board members should create teams of 2-3, schedule the visits, complete the parcel(s) inspections and submit final report. Jane will hold a volunteer training session in January on a date still to be determined. Greg urged the board members to use this as an opportunity to visit parcels (sections of the park) they are not familiar with.

Advocacy Committee: The master plan is on the Dec. 9th City Council meeting agenda and will possibly be voted on at the Jan. 13th meeting.

Communications Committee:

Scott Dickens reported he feels there are “cleaning up” tasks that are needed on our website that he has been working on.

Old Business

Friends of the James River Park System Logo

The logo action committee met on October 12. The committee finalized two designs. They were emailed to the board to be voted on by board members. Justin Doyle asked if a logo should be a part of a new “branding” for our group. The vote on a new logo will be tabled until the upcoming strategic planning meeting to further consider this at our strategic planning meeting,

New Business

Georgia Busch resigned from the board. She will be moving to Wilmington, North Carolina in January to begin a graduate program.

Next Meeting; This will be our Strategic Planning Retreat on Tuesday, January 7th, 4:00pm-8:00pm, at Dominion Energy Building. Mary Kay Martin, urged each board member to attend this important opportunity to strategize meeting.