

## **Minutes - Friends of James River Park Board Meeting Tuesday, August 3, 2021, 6:30- 8:00PM**

Attendees: Cat Anthony, Scott Dickens, Byron Chafin, Kevin Tobin, Scott Silvester, Brooks Whitten, Dean Brunson, Greg Velzy, Jake Savage, Justin Doyle, Mary Kay Martin, David Broocke, and Madge Bemiss

Absent: Brittany Zamborsky, Michael Doerr, Katherine Mitchell and Bryce Wilk

- 1) Mary Kay Martin, President, called the meeting to order at 6:35 PM, a quorum was present.
- 2) Guest's introduction and presentation - None
- 3) Minutes for the June 2021 meeting were moved by Scott Dickens, seconded by Scott Silvester, and approved unanimously with no changes.
- 4) Executive Director's Report - Josh Stutz has had a quick start as the first full-time employee of the Friends' Group meeting with every Board member since starting July 12th and having discussions with Mary Kay Martin and Bryce Wilk about the short-term items on the Master Plan ("MP")
  - A. Josh also is meeting with Parker Agelasto, Executive Director of CRLC, at the end of the month to discuss additional property acquisitions which might be added to the JRPS;
  - B. Meeting with the Community Foundation on August 4th to discuss additional funding to FoJRP;
  - C. Meeting with Greg Velzy about potential new Board members.
  - D. Discussed American Rescue Plan Act (ARPA) Funding potential for the City of Richmond and Parks and Recreation specifically. There is a survey for the P&R that Josh encouraged all Board members to take before the August 6th deadline.
  - E. He is working on developing a policy for FoJRP for expenditures greater than \$3,000 (the Executive Committee limit) - to be discussed at next month's Board meeting.
  - F. He is working on a stock donation policy which will be discussed at the next Finance Committee meeting and then come to the Board for discussion and vote; and
  - G. Working with Scott Dickens and his wife on cross marketing opportunities for the sales of Kendra Scott's jewelry for which FoJRP will benefit 20% of sales being given back to the FoJRP.

- 5) Presidents Report -
  - A. Capital Projects proposal is being worked on and should be ready by September's meeting - see 4.E. above.
  - B. The Executive Committee approved the expenditure of \$2,900 for the beautification of Huguenot Flatwater.
  - C. Reedy Creek entrance reconstruction proposal and improved path on South side of Riverside Drive to expend \$15,000 of restricted funds was brought up and a motion was made by Greg Velzy and seconded by Jake Savage, discussion followed - cross walk is not possible given that the entrance is at the bottom of a hill in both directions of Riverside Drive, but a pedestrian sign will be installed; this is part of the MP and will increase accessibility; this will increase impermeability but this is not in the Conservation Easement of the Park so not a problem. A vote was taken in support of the motion which passed unanimously.
  - D. Board membership is important, and we will be losing 11 Board members over the next two years due to term limits, therefore we need to think critically about adding new Board members: and,
  - E. Josh will be meeting with all the committees over the next month or two to discuss meeting goals and see where he can take tasks off of the committees and to better understand what each committee does.
  
- 6) Park/Volunteer Report - Michael Burton reported in Bryce Wilkes absence-
  - A. 5 candidates have been identified and will be interviewed August 5th with Mary Kay Martin as part of the interview panel. Please reach out the MKM if you have specific questions or concerns you would like to have addressed.
  - B. The Huguenot Flatwater universal access project is in the pre-construction phase with an estimated Fall start.
  - C. Adrianna Clinton, Invasive Plant Coordinator, is switching to a new position and an AmeriCorps person will be taking over at 20 hours per week.
  - D. The acquisition of the Dock Street property, which FoJRP supported with a \$25,000 donation from the P&P Fund, closed August 2nd. A letter from Capital Region Land Conservancy expressing appreciation for our donation was received.
  - E. The dam east of the Part HQ is in bad shape and Timmons did an assessment of the condition and what to do to repair it. The report is not complete yet, but they may be leaning towards doing nothing and letting it deteriorate. More later.

- 7) Treasurer's Report - Dean Brunson - as of July 1, 2021 the FoJRP had approximately \$440,000 of total cash and it is estimated we shall run a deficit of about \$45,000 for the 2021-2022 fiscal year. During 2020-2021, FoJRP collected about \$122,000 more than expenses. The Budget for 2021-2022 was adjusted to correct the Executive Director's salary from \$60,854 to \$67,750 which makes the projected annual deficit increase to approximately \$45,000. This motion to approve the budget for 2021-2022, as adjusted for the Ex. Dir. salary, was made by Kevin Tobin and seconded by Scott Silvester and passed unanimously.
- 8) Finance Committee - Jake Savage - The Finance Committee met and offered a motion to the Board that the P&P Fund be allowed to invest 50% of its cash in money market accounts (for liquidity needs and what we have been invested in) and 50% in the Invesco Intermediate Term Municipal Income Fund (to be good stewards and attempt to get some yield/income on our investments). This motion from the committee passed unanimously.
- 9) Membership Committee Report - Katherine Mitchell - No report -
- 10) Leadership Development Committee - Greg Velzy - a slate of officers was proposed for the fiscal year 2021-2022 and will be voted on during the September meeting as follows:
  - A. Mary Kay Martin - second term as President
  - B. Jake Savage - First Vice President, currently Secretary
  - C. Justin Doyle - Secretary, currently First Vice President
  - D. A discussion ensued about staggering the Board to help re-build it, but nothing conclusive was decided.
- 11) Communications Committee - Scott Dickens - the analytics report continues to show strong viewership of the website and a great deal of discussion about the recent sewage leak. Board members, please get your bios for the website to Scott ASAP.
- 12) Events Committee - Byron Chafin - The Annual Membership Party was discussed and will be a go for the fall.
- 13) AC & MP - Mary Kay Martin - No report but will be meeting with Josh as soon as practicable.

14) Invasive Plant Task Force - Madge Bemiss

- A. Madge suggested that we consider trying to get a grant for a full-time invasive species position which should become a permanent staff person for the JRPS. The idea is to think “bigger” than we have given the magnitude of the problem in the JRPS.

15) New Business -

- A. JROC is working on a fund raiser and is looking for volunteers to help with the bands and sales.
- B. Netherwood Quarry - the establishment of a climbing wall in said Quarry was discussed by Greg Velzy who suggested that the FoJRP take a position, for or against, about the potential project to stabilize the cliffs and develop climbing walls in the quarry. The alternative is to keep it a nature area. It was decided to defer any action on this proposal.

15) Old business - None

The next meeting will be September 7, 2021 at 6:30 PM.