

## **Woodruff Place EID Meeting Minutes**

7:00 PM, May 11, 2021

Held via Zoom due to COVID

EID board members present: Charlie Neil, Hannah Saunders, Missy Ellis, Will Pritchard

Guests: Brandon Fishburn

### **Minutes**

1. Missy called the meeting to order at 7:04 PM.
2. Will offered to take minutes due to the absence of the Board Secretary.
3. The April 13, 2021 EID Meeting Minutes were shared and approved. Hannah moved; Charlie seconded. Minutes were approved unanimously.
4. Treasurer's report – Hannah shared the latest Profit & Loss and Balance Sheet. As of 5/11/21, Net Assets = \$48,675. Hannah noted the Balance Sheet included the LISC loan of \$30,000. Will reported LISC agreed to extend the loan but no communication from LISC has been received yet. Will moved; Missy seconded. Treasurer's report was approved unanimously.
5. Missy reported on certain costs, treatment of the ash trees and completion of the kitchen renovation, that were not included in the budget when the three neighborhood organizations (Foundation, Civic League, EID) met to plan the 2021 budget. The costs are approximately 8,000 for the ash trees and up to \$17,000 for the kitchen relocation. Will noted that at least \$5,000 was already spent on the kitchen relocation in 2020, so the net costs may be closer to \$12,000. The EID may be asked in the future to help fund the remaining costs for the kitchen and ash trees.
6. Board Membership – Missy provided an update on Brandon Fishburn's EID board application. Missy has communicated Brandon's interest to the City County Council and is waiting to hear from the Council's staff. Missy also asked Brandon to share a resume for the Council.
7. Missy asked if there was interest from anyone in being a liaison to the Foundation Board to help secure charitable grants for infrastructure. Brandon offered his assistance.
8. EID Board Policy Revisions – Missy reported on recommended revisions to the Board Policies and asked for the Board's approval. Hannah moved; Missy seconded. Changes to the Policies were approved unanimously.
9. Third party consultation planning – Missy noted that the EID Business Plan recommended a third party consultant would be hired to review EID operations on the fifth anniversary of the EID. Brandon shared his experience with strategic planning consultants and other boards and offered to provide potential contacts.
10. Next meeting: July 13, 2021. Meeting may be held in person. Location to be determined. Charlie expressed his preference to meet in person.
11. Meeting adjourned at 7:50 PM.

Prepared by: Will Pritchard

