

10/17 Meeting notes

In attendance: Megan Sheehan, Bob Klotz, Bob McKeagney, Jody Meredith, Rick Foss-Lacey, Dan Hogan, Barbara Dee

**Group Agreements/Standards -- 60 min**

**Group agreed that setting norms and standards for our meetings** will ensure we operate efficiently. Draft group norms doc can be found here:

<https://docs.google.com/document/d/1lyfm2cs9vdDnwUzwUjHrnCj2h9DcttNPgYgz0ZRBvtU/edit?usp=sharing>

**Update on 3 Initiatives and Defined Next Steps – 25 minutes**

- **CBEP Grant Event** (Jody/Bob/Megan)
  - Group meeting on Thursday, 10/20. Will update next meeting.
- **FWCF** (Bob)
  - Council needs to green light the project. Then we need to work on the nuts and bolts details on how we're going to solicit proposals, award grants, how finance dept will help awardees procure tools to complete projects, etc.
- **Open Space** (Dan/Barb)
  - Reached out to Steve Jocher twice and hasn't heard anything. What are the next steps? Is there still a committee?
  - Barb: I think we need to step up and run this. Last steps were to try to get a map with overlays of all of the different open spaces and what kind.
  - Rick would like to be involved.

To Dos:

1. Bob: Start conversation w/ city council on projects and ensure there is alignment. Basic governance issues. Inform about FWCF specifically and get green light.
  - a. Bob to get back in touch with Don Garesh to get on City Council agenda
2. Megan: Create a handout for new members (See Draft link above). All agree on draft and proper onboarding process for new members
3. Bob M: Explore recruitment and the numbers issue for the SPCC with the City Council. Will start with Emily Carrington.
4. Jody: Draft an example of a project memo update that we can share with City Council. Go to city manager with request to distribute.
5. Barb: check in on map development for open spaces. Lead the charge!
6. Dan: buy gift certificate at Verbena for Dave
7. Megan: buy card for Dave

**Next Meeting: Wednesday, November 2, 2016 -- Location TBD (Megan left message with Rec Center on 10/18)**