

## **KEEP GRAPEVINE BEAUTIFUL AGENDA**

**Board of Directors Meeting – Monday, October 3, 2016, 6:30 p.m. at The REC**  
1175 Municipal Way, Grapevine, TX 76051

- I. Call to Order**
- II. Introduction of Guests**
- III. Approval of Meeting Summary**
- IV. Financial Report**
- V. New Business/Discussion Items**
  - a. Present Annual Report
  - b. Approve Revision of Committees – the proposed changes are as follows: rename Litter to Litter Prevention; rename Recycling to Waste Reduction; retain Beautification; remove Sustainability Committee; and remove Marketing Committee. This will create three committees that are in-line with Keep America Beautiful reporting requirements – Litter Prevention Committee, Beautification Committee and Waste Reduction Committee.
  - c. Adopt FY2017 Budget
  - d. Elect officers – President, Vice-President, Treasurer and Secretary
  - e. Elect Committee Chairs/Board members – Litter Prevention, Beautification and Waste Reduction
  - f. Approve the creation of a Youth Advisory Committee as an ad hoc committee. This Committee will be chaired by an appointed adult.
- VI. Other Business**
- VII. Adjourn**

### ***Mission***

*Keep Grapevine Beautiful is organized to preserve and enhance the local natural environment by strengthening citizen's levels of commitment through educational programs and engaging volunteer- based projects.*

## KEEP GRAPEVINE BEAUTIFUL MEETING SUMMARY

Board of Directors Meeting – Monday, August 29, 2016, 6:30 p.m. at The REC  
1175 Municipal Way, Grapevine, TX 76051

### I. Call to Order

Lori Clark call the meeting to order at 6:37pm.

**a. Members in attendance:** Lori Clark, Dave Buhr, Cas Findlay, Ray Ramon, Raj Rapaka and Kathy Nelson

**b. Members absent:** Rusty Walker and Jimmy Brock.

### II. Introduction of Guests

Dave Orphey and Melissa Johnson

### III. Approval of Meeting Summary

Dave Buhr motioned to approve the meeting summary of August 1, 2016 and Ray Ramon seconded the motion. Motion carried unanimously.

### IV. Financial Report

Motion was made by Lori Clark to table discussion to next meeting due to confusion over presentation format and seconded by Ray Ramon. Motion carried unanimously.

### V. Discussion Items

**a. Discussion of By-Law changes** – action needed to forward bylaws to City attorney. Motion was made by Dave Buhr to accept By-laws with the following change and to forward to the City Attorney: Article 8, Section 8.6 Signature Negotiable Instruments shall read, *Dual signatures are required for expenses over \$500.00. The Executive Director may purchase up to an amount of \$500.00 without additional Board approval.* Motion seconded by Cas Findlay. Motion carried unanimously.

#### **b. Budget discussion**

A draft of the proposed budget for the fiscal year 2017 was presented to the board for discussion.

- i. All line items were reviewed and the following changes were proposed: Fundraising Expense should have an amount of \$1,000. Sponsorships (grant monies) & Scholarships should have an amount of \$2,000 and Miscellaneous should have a budgeted amount of \$1,250.

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- i. Grant monies from Verizon was discussed in length. Raj Rapaka stated that these monies were donated by Verizon for the restricted use of developing a mobile platform for KGVB content. The remaining balance is part of a fixed price agreement with Abel Solutions to develop the mobile feature.
- ii. The website is using an antiquated version to manage the information content of the KGVB website. The current version is not compatible with present day computer systems and is not supported by technical assistant services.
- iii. Restarting the Yard of the Month was discussed as part of the budget discussion. The board agreed that this program should be started up again but task the Beautification Committee during the upcoming fiscal year to investigate costs and implementation processes.

**c. Review current sponsorship levels and rates**

In general, using the EPIC Earth Day rates was a good starting point and any group or business who wishes to sponsor an event should be seen as a KGVB sponsor and offered the same promotional benefits.

**VI. New business**

Website platform – Motion was made by Raj Rapaka to approve \$500.00 to upgrade the current KGVB website platform. Ray Raymon seconded the motion and the motion carried unanimously.

**VII. Adjourn** – David Buhr motioned that the meeting adjourn at 8:38pm and Cas seconded that motion. Motion carried unanimously.

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