



## Friends of Midtown Board Meeting

March 20, 2023 ~ 6:00 pm- 7:30 pm

**Board Members in Attendance:** Molly Haragan, Nate Lotze, Austin Cheers, Hannah Witwer, Zach Ashley, Cat Kustes, Alison Deturk-Malia, Julian Nothrop, Lynette Carter, Autumn Anderson, Lisa Mikens Sanford, Priscilla Morales, MAC Liaison Erin O'Dea

**Board Members Not in Attendance:** Sandi Emery, Heavenly Smith

### New Board Nominations & Updates

Molly introduced Erin O'Dea, our Midtown Action Council liaison, who will be sitting in our board meetings to facilitate communication between our two organizations. Our organizations work together on multiple events throughout the year including the Midtown Yard Sale, Verbeke Street Clean Up, and the Holiday Decorating Contest.

Zach presented board member nominee, Ray Yaegel, for the Communications Committee. Ray works for PHEAA and does content development. She was intrigued by our need for a Communications Co-Chair and was interested in volunteering, so she thought this was the perfect opportunity. Cat motioned to approve the nomination, Julian seconded the motion. The board voted Ray Yaegel onto the board of Friends of Midtown.

Zach presented board member nominee, Venus Hawbaker, for the Membership Committee. Venus works with and is interested in branding and promotion. She has many contacts with businesses in Harrisburg through JB Lovedrafts, and is interested in helping to get Friends of Midtown involved with more organizations in our area. Austin motioned to approve Venus, Hannah seconded the motion. The board voted Venus onto the board of Friends of Midtown.

Our current open positions on the board are Community Building, Beautification, Membership/Development, and Safety.

Zach reminded the board that the executive committee terms are up in June and we will be taking nominees for President, Vice President, Secretary, and Treasurer.

### Treasurer's Report

We did not have quorum in February at our board meeting, so Austin reviewed the January and February Treasurer's Report for board approval. We are currently at a point in the year where there isn't a lot of money coming in and out, so there wasn't too much to report as far as financials. The board did not have any questions for Austin about the report.

Hannah motioned to approve the January Treasurer's Report, Zach seconded the motion. The board voted to approve the January Treasurer's Report.



Austin mentioned moving the Treevitalize money into the administrative fund. We will vote on this at the next board meeting. The executive committee has been working on budgeting. There were no questions for Austin on the February 2023 Treasurer's Report.

Nate motioned to approve the February Treasurer's Report pages 1 and 2 that is truly the financial position of where we are as of February, Hannah seconded the motion. The board voted to approve the February Treasurer's Report pages 1 and 2. In April we will propose a budget for 2023 and vote on it during our board meeting.

Board members are encouraged to send their budgeting goals for their committee to Austin ahead of our April board meeting. We will discuss what we want our membership numbers to look like in the coming year, discuss fundraising and contribution goals for the year, share planning and unplanned events for each committee, we are expecting to have a 10 - 15% increase in administrative expenses due to inflation.

### **Membership Report**

Nate Lotze presented the up to date membership numbers. Priscilla has been reaching out to the YMCA, JCC, and Night Security to make sure they are still on board with their membership offers. The YMCA has agreed to continue to offer their membership offering. Once Venus is on board, we would like to take a look at what our Sustaining Membership package looks like and what we offer them.

Total: 157 (+5 from last month)

- 63 Individual (+2)
- 48 household (+2)
- 27 Business (22 Gold, 5 Platinum) (no change)
- 19 Sustaining Members (+1)

### **Board Business**

Similarly, we did not have a chance to vote for January meeting minutes. So we presented them to the board at this meeting. There were no questions or feedback on the meetings. Zach motioned to approve the January meeting minutes for public release on our website (minus links or financials), Nate seconded the motion. The board voted to approve the January meeting minutes for public release on our website.

The board reviewed the February meeting minutes for approval. Hannah motioned to approve the February meeting minutes for public release on our website (minus links or financials), Austin seconded the motion. The board voted to approve the February meeting minutes for public release on our website.

### **Board Discussion Items**

Julian and Cat discussed the website refresh project. Currently the drafted site is not a live link and still needs to be populated with photos and information about the committees, but the framework is there and Julian will share the link below in their committee update.

## Board Updates

Erin O’Dea shared that MAC will be working with FOM on the May 21st Midtown Yard Sale. They are also currently working on the primary election debates. They are also planning dates for the Verbeke Street Clean Up. MAC discussed in their last meeting that they have a budget for public safety and are coming up with and considering ideas. Erin requested FOM share feedback on the ideas that came up, the board agreed to review. The ideas they came up with are signs and lights along front street when pedestrians are crossing to Waterfront Park; bicycle safety signs and campaigns; mirrors at hard to see intersections on poles; CPR lessons for the public; Narcan distribution information or training; shredder truck; park fence/gate at Sayford Park to reduce the risk of children running out of the park. Erin will send the board this list to share with the board, MAC’s next board meeting is April 5th.

- Signs or lights for crosswalks on Front Street (to allow for safer crossing to Riverfront Park)
- Bicycle safety initiatives (signage or PSA around biking etiquette)
- Water fountain north of Forrester (Provide water for people in Riverfront park north of Forrester. Currently the closest water is State Street or north of Maclay)
- Mirrors at hard to see intersections (Convex mirrors to allow for better visibility at intersections, especially 2nd and 3rd Streets)
- CPR lessons for the public
- Narcan distribution / information / training (Narcan is an Opioid overdose treatment)
- Digital recorder for HHA (There is a compatibility issue between the camera and recorder at HHA.)
- Shredder truck event (event to allow neighbors to bring documents that need to be shredded)
- Park fence (A gate at Sayford Park to reduce the risk of children running out of the park.)

### [2023 Events Schedule and Volunteer Sign Up & New ideas](#)

- Update Events regularly (Columns A-I), even if they don’t require volunteers
- Following an event, update est. attendees, money collected & notes/KPIs on meeting FOM Strategic Goals as set out in February strategy session (Columns J-L)

[FOM Donor Tracking Sheet](#) - update this on a monthly basis with any relevant donors

Board t-shirts & tanks available

Committee	Board Notes - fill in what you can / as you need for each section
<b>Business</b> Autumn & Sandi	<p><b>UPDATES (HIGHLIGHTS &amp; CHALLENGES)</b></p> <ul style="list-style-type: none"> <li>● Confirmed makers for the Midtown Maker Series - We have one more batch of events to lock in with Plant Family and Vivi on Verbeke to share on Social Media</li> <li>● April is pretty much booked so we will not be accepting any more event entries</li> <li>● Tickets are moving for ticketed events which is exciting to see (some events are almost sold out)</li> </ul> <p><b>UPCOMING EVENTS/PLANS</b></p> <ul style="list-style-type: none"> <li>● Midtown Maker Series - Key focus April 2023               <ul style="list-style-type: none"> <li>○ April 1st: Make a Mug: Handbuilding Pottery Workshop at Vivi on Verbeke</li> <li>○ April 2nd: Mindfulness Art Forms Workshop with Artist John Davis at The Millworks</li> <li>○ April 6th: Stitch 'n Bitch + The Garden Collective</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ April 7th: Plant Holder Workshop with WhyKnotPA at the Millworks</li> <li>○ April 8th: Make a Wall Planter: Handbuilding Pottery Workshop at Vivi on Verbeke</li> <li>○ April 8th: Beginners Knitting Workshop with Erin Musselman at the Millworks</li> <li>○ April 13th: Stitch &amp; Bitch: Brew Pub Edition at Zeroday Taproom</li> <li>○ April 15th: Flower Pressing 101 with The Wildest Flowers at Zeroday Taproom</li> <li>○ April 15th: Make a Bowl: Handbuilding Pottery Workshop at Vivi on Verbeke</li> <li>○ April 15th: Fluid Art Workshop with Artist Ann Benton Yeager at The Millworks</li> <li>○ April 21st: Linocut Printmaking Workshop with Elaine Elledge at The Millworks</li> <li>○ April 22nd: Community Mosaic Painting with Jaci Creates at The Midtown Scholar</li> <li>○ April 22nd: Make a Clay Creature: Pottery Workshop at Vivi on Verbeke</li> <li>○ April 23rd: Herbal Tea Blend Workshop with Plant Family at Elementary Coffee Co.</li> <li>○ April 30th: Candle Making Workshop with Moorise Candle Co. at The Millworks</li> </ul> <ul style="list-style-type: none"> <li>● FOM Business Member Soiree ~June 2023</li> <li>● Silent disco - TBD likely Fall 2023</li> </ul> <p><b>ASKS &amp; NEEDS OF THE BOARD</b></p> <ul style="list-style-type: none"> <li>● Sign up for Makers events! <a href="https://www.friendsofmidtown.org/upcoming-events">https://www.friendsofmidtown.org/upcoming-events</a></li> <li>● Do we submit the calendar of workshops to The Burg to do a story?</li> </ul>
<p><b>Events</b> Hannah &amp; Heavenly</p>	<p><b>UPCOMING EVENTS/PLANS</b></p> <ul style="list-style-type: none"> <li>● Fundraising goal for 6 Outdoor Films - \$8,750 <ul style="list-style-type: none"> <li>○ \$4k promised so far, looking for \$5k more</li> </ul> </li> <li>● 4/1 Broad Street Market Community Easter Event</li> <li>● 4/29 Personal Hygiene Item Drive @ EFP, 9:30 - 12:30, volunteers needed</li> <li>● 5/21 MAC x FOM Midtown Yard Sale, coincide with Pursuit's Board Game Yard Sale event at 12pm that day. Date TBD, potentially happening on Saturday.</li> </ul> <p><b>ASKS &amp; NEEDS OF THE BOARD</b></p> <ul style="list-style-type: none"> <li>● Is anybody available to volunteer at the FOM table at Leadership Harrisburg Central Pennsylvania Volunteer Fair on April 19th?</li> <li>● <a href="#">Sign up to volunteer (we need you!).</a></li> </ul>
<p><b>Safety/Wellness</b> Alison</p>	<p>No updates</p>
<p><b>Community Building</b> Lisa</p>	<p><b>UPDATES</b></p> <ul style="list-style-type: none"> <li>● Opportunity to plan and collaborate on Primary debates in April / May with Midtown Action Council, Who's Running for Office? Harrisburg, and Steven Williams</li> <li>● Book Discussion, create a list of books and read whatever you want on the list, come together to discuss which book you've read and liked, Midtown Meet Up book discussion</li> </ul>
<p><b>Beautification</b> Lynette</p>	<p><b>UPDATES</b></p> <ul style="list-style-type: none"> <li>● Peace Garden Planting: Saturday, May 20, 2023. <ul style="list-style-type: none"> <li>● While we wait to reschedule the Zoom meeting above, Lynette was invited to participate in this year's Peace Garden planting on May 20. (Sunday, May 21 is the rain date). Though this may be in Uptown, it will provide valuable information for similar future efforts in Midtown. If anyone else is interested in attending, please email Lynette at <a href="mailto:J.LynetteCarter@gmail.com">J.LynetteCarter@gmail.com</a></li> </ul> </li> <li>● Great Harrisburg Litter Clean Up (GHLC): April 22, 2023 from 8am-11am <ul style="list-style-type: none"> <li>○ Lynette and Molly are scheduled to meet with the partners for the Great Harrisburg Litter Cleanup on April 14, 2023 at 11:00am.</li> <li>○ Want to volunteer with FOM? Here's the FOM team link: <a href="https://cactricounty.galaxydigital.com/need/joinTeam/?hash_t=GYKG0G9cQ4N8oF4vreLvy%2B5IsPHwLmot6pq%2BpxXS4YkBVhYtczuB2oPhE42pHQTPknpEMe%2F7bHNaCmlBZ%2FWCVg%3D%3D&amp;hash_s=fs2Zq0B8EEkDeZAsgVA7v%2BCSO1RBWMviVDFnpSGiG0ufDCqSv7bsnr9qs6TV">https://cactricounty.galaxydigital.com/need/joinTeam/?hash_t=GYKG0G9cQ4N8oF4vreLvy%2B5IsPHwLmot6pq%2BpxXS4YkBVhYtczuB2oPhE42pHQTPknpEMe%2F7bHNaCmlBZ%2FWCVg%3D%3D&amp;hash_s=fs2Zq0B8EEkDeZAsgVA7v%2BCSO1RBWMviVDFnpSGiG0ufDCqSv7bsnr9qs6TV</a></li> </ul> </li> </ul>

	<p><a href="#">u1q3S2QMZnZmhbVk%2FfDDI84t6A%3D%3D</a></p> <ul style="list-style-type: none"> <li>• Beautification Projects &amp; Responsibilities:             <ul style="list-style-type: none"> <li>◦ Here is the <a href="#">document that outlines the Beautification Committee's annual projects and responsibilities</a> along with potential areas of focus.</li> </ul> </li> <li>• Next Trash Tuesday             <ul style="list-style-type: none"> <li>◦ Spring equinox is today, March 20th. Thinking of kicking things off in April. Thoughts?</li> <li>◦ We hope to have at least 2 people stop by Pocket Park during Trash Tuesday.</li> </ul> </li> </ul> <p><b>ASKS &amp; NEEDS OF THE BOARD</b></p> <ul style="list-style-type: none"> <li>• If you have been part of the Beautification committee or have helped plan specific events or projects, please consider sharing some of your knowledge by adding items or specific information to the <a href="#">Beautification Projects &amp; Responsibilities Document</a>.</li> <li>• HHA &amp; MAC, FOM collab on Verbeke St median planting: Sunday April 16 9am-2pm and Sunday April 30 from 9am-2 pm. Our intent is to have the planting completed on the 16th (130 plants) so that the 30th would be mulch.</li> </ul>
<p><b>Communications</b> Priscilla, Cat &amp; Julian</p>	<p><b>UPDATES (HIGHLIGHTS &amp; CHALLENGES)</b></p> <ul style="list-style-type: none"> <li>• Thanks to everyone who tags FOM in Instagram stories. We make sure to share those, so please keep it up!</li> <li>• Communications committee had a planning and brainstorming meeting and will be working with Zach to put together a social campaign to recruit board members</li> <li>• Recognize the need for recruiting new members. Any ideas are welcome!</li> </ul> <p><b>UPCOMING EVENTS/PLANS</b></p> <ul style="list-style-type: none"> <li>• Campaigns to recruit board members and new members</li> <li>• Website edits based on board feedback. Aim to launch new site by the end of May</li> </ul> <p><b>ASKS &amp; NEEDS OF THE BOARD</b></p> <ul style="list-style-type: none"> <li>• Feedback needed for the website refresh <a href="#">link to view</a>. <b>Please fill out this <a href="#">Google form by March 31st</a></b> *some of the content is not complete and is a placeholder.</li> <li>• Please make sure to add all events to the spreadsheet as soon as possible so that Comms can plan for social posts and any graphic needs</li> <li>• Take photos of events and add to our photo folder: <a href="#">link</a>. We need more photos to put on our site and on social media. Showing our community photos of our events can showcase the great things that FOM does, improve future event turnout, and encourage new member sign-ups</li> <li>• Priscilla will send an email reminder on Wednesday, March 22nd for newsletter items. The items are due on Tuesday, March 28th. Priscilla will send out the newsletter on Friday, March 31st.</li> </ul>
<p><b>Nominating Committee</b> Zach</p>	<p><b>UPDATES (HIGHLIGHTS &amp; CHALLENGES)</b></p> <p>Board Members</p> <ul style="list-style-type: none"> <li>• President - Molly Haragan</li> <li>• Vice President - Nate Lotze</li> <li>• Treasury - Austin</li> <li>• Nominating - Nate, Autumn, Cat, Zach</li> <li>• Comms - Priscilla, Cat, Julian, Ray</li> <li>• Membership/Development - Priscilla, Venus</li> <li>• Beautification - Lynette</li> <li>• Safety - Alison</li> <li>• Business - Autumn, Sandi</li> <li>• Community Building - Lisa</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Events - Hannah, Heavenly</li><li>• At Large - Zach, Alison</li></ul> |
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**ASKS & NEEDS OF THE BOARD**

- Need Board members! See point at the top of the agenda.

## Closing

Cat motioned to close our meeting. Zach seconded the motion. The board voted to end the meeting at 7:20pm on March 20th, 2023.