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**Neighborhood Advisory Board (NAB)  
SUMMARY MINUTES**

Thurs. July 21, 2016 @ 6:00PM  
City Hall Conf. Rm. 337

200 West Fifth Street  
Greenville, NC 27835-7207

BOARD MEMBERS AND ALTERNATE MEMBERS PRESENT:

Attendance is denoted by an "\*" and absentees are denoted by an "x"

NEIGHBORHOOD ADVISORY BOARD MEMBERS			
NAME	DISTRICT	NAME	DISTRICT
Carolyn Glast - *	1	Margaret Hrushesky - *	1
Betty Hines, Chair - *	2	Joyce Williams - *	2
Ann Maxwell - *	3	Laura McKenna - *	3
Blythe Tennent Vice Chair - *	4	Merry Sandra Kennedy - *	4
Sharon Stang - *	5	Brenda Diggs - x	5
NEIGHBORHOOD ADVISORY BOARD ALTERNATE MEMBERS			
NAME	DISTRICT	NAME	DISTRICT
Charlotte Smith - x	1	Karen Jenkins - x	4
Twinna Dennis - x	2	Misun Hur - x	5
Ann Hamze - *	3		

City Staff Present: *Community Development Department:* Tiana Keith, and Gwen Turnage.

1. **Called to Order** – Betty Hines, Chair
2. **Roll Call** – Gwen Turnage
3. **Approval of the Agenda – Additions/Deletions July 21, 2016**  
 Motion: Joyce Williams                      Second: Sharon Stang  
 Motion approved.
4. **Approval of the Minutes** – June 16, 2016  
 Motion: Ann Maxwell                      Second: Carolyn Glast  
 Motion approved.
5. **Public Comments – Limit 3 minutes each**  
 No public comments

## 6. 2016 - 2017 Strategic Planning Session

Tiana shared a “YouTube video” depicting Rock Spring Park neighborhood spotlight. After the video an outline was distributed explaining exactly what the NAB wishes to accomplish over the next year. There was time for silent brainstorming, organized sharing that allowed participation and kept the board focused on pertinent information. The outcome was to recognize three to five goals of the board, to aid and develop objectives and action steps. The Executive Committee will meet within the next week to continue the discussion and present their recommended action steps for a final vote. A vote on the “Work Plan” will take place in September.

### **MOTION TO HAVE THE ANNUAL WORK YEAR FROM SEPTEMBER 1<sup>st</sup> TO AUGUST 31<sup>st</sup> AS THE NAB’s FISCAL YEAR:**

Motion: Ann Maxwell            Second: Carolyn Glast

Discussion: All were in favor except one. Betty Hines opposed. Chairperson Betty Hines stated that she prefers the July month opposed to June because it provides the NAB a proactive approach to report information to City Council in a timely manner. Betty further explained that the suggested timeline covers information to be given to City Council that is imperative of the board’s outline of accomplishments. After the Annual Report has been given to City Council, the NAB will be prepared to work on their new goals for the following year which will more than likely begin in August.

Additional discussions noted that if the board chooses to move forward with the dates presented in the motion, the board may not initiate the actual plan until October or November, which is halfway through the fiscal year.

A question was asked, “Who makes up the “Executive Board”? Tiana explained that the executive board consists of; the NAB Chair, Vice-Chair, and the committee chairs. Members wanted to know if they could have a copy of Neighborhood Advisory Boards Work Plan from last year. Tiana said she would provide this to the board.

The NAB’s discussion about the Strategic Planning Session and information pertaining to the exercises can be located in the Office of Community Development Department from Tiana Keith, the Neighborhood Liaison Community Ombudsman,

### **NAB 2016 goals:**

1. Develop strategies to create stronger connections with existing and new neighborhood/homeowner associations.
2. Educate and empower neighborhood/ homeowner associations to participate in city and neighborhood issues.
3. Increase Neighborhood Advisory Board visibility in the community.
4. Develop standards of procedures for the Neighborhood Advisory Board.
5. Encourage and promote citizen awareness and responsibility.

**NOTE:** The NAB did not make a motion to cancel the August meeting. However, the consensus was **NOT** to meet in August. The next NAB meeting will be Thursday, September 15, 2016.

**7. ADJOURN**

**MOTION TO ADJOURN**

Motion: Carolyn Glast

Second: Joyce Williams

Motion Passed

Having no further business, the meeting adjourned at 8:25PM.

Respectfully submitted,



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Tiana Keith, Neighborhood Liaison Ombudsman