MONTHLY MEETING MINUTES – August 24, 2024

Location: Virtual Teams Meeting

**Attendees**

Board Members (Alphabetically)

| Jocelyn Alexander | ✔ | Kelvin Smith | ✔ |
| --- | --- | --- | --- |
| Sean Floyd | ✔ | Rochelle Thompson | ✔ |
| Harryette Irving | ✔ | Betty Tingle | ✔ |
| Oladunni Oni | ✔ | Tamara Williams | ✔ |
| **PRAB Liaison:** Anika Jackson, Public Affairs and Community Engagement, Division Chief  Jacqueline Cochran, Public Affairs and Community Engagement | | | ✔ |

**\*A - Notice of absence provided in advance of the meeting.**

**Additional Attendees:**

**Minutes/Notes**

CALL TO ORDER

*The meeting was called to order by the Chair @ 6:32 pm.*

1. **Roll Call:** Called by Jocelyn to establish a quorum; 8 members were present, constituting a quorum.
2. **Approval of Agenda:** The agenda was reviewed and approved as presented; motion by Rochelle Thompson, second by Jocelyn.
3. **Overview of PG Parks events:** Kelvin shared experience on Baden Community Center, Oni discusses the STEM and Back to School Backpack drive she attended. Overall, positive feedback and good attendance.

SUBCOMMITTEE UPDATES -

1. **Governance Subcommittee**

* **Bylaws Update:** Vice Chair, Sean Floyd lead the discussion that the bylaws in review with Ms. Jackson, and sent to Ms. Brewer for clarification on the County Code, and the PG Parks website roles and responsibilities. Pending response from Ms. Brewer/Ms. Jackson to determine next steps for any bylaw revisions and review.
* **Introduction of Elections Process:** Subcommittee discusses the overall elections process for the board and outlines the steps for self-nominations and nominations by other members. The board agrees to add a step to notify candidates of their nominations before the election.
  + **MOTION Presented**- The motion to amend the elections process is made and seconded, with the board approving the amendment.
  + **MOTION Passed**- All board members voted I, passing the elections process and to call for nominations during the upcoming September Board Meeting.

1. **Community Engagement Subcommittee**

* **Initial Update:** Board Member Kelvin, leading the initiative discusses the subcommittee meeting outlining proposed steps to obtain internal feedback from the community so that the board can use for its planning and reporting purposes.
* **Introduction of Process:** Subcommittee will identify the southern/northern events that we want to attend. There will be a survey draft created and sent to the board for their review. There was a request to discuss if we can order shirts or some identifier for Board Members providing the survey.
  + Next Steps- Kelvin will set-up follow-up meeting with Rochelle to finalize the details on the survey and distribute the recommended events to garner additional feedback.

BOARD MEETING UPDATES -

1. Upcoming Budget Meeting

* **Initial Update:** Ms. Jackson followed up on the upcoming Prince George’s County Planning Board Annual Budget Forum, and to invite the board to determine if we want to make a three-minute statement. Board discusses that we will review the budget, and members will be in attendance to listen to community statements presented, and then circle back on how we can best support/advocate at the next public hearing on **Wednesday, September 25, 2024, 7:00 PM - 10:00 PM at the** Department of Parks and Recreation Administration Building (Auditorium)
  + **MOTION Called:** Jocelyn calls a motion to move the September meeting due to the Budget Forum conflict, to Thursday, September 26th, 2024, at 6:30 p.m. with a tentative virtual meeting invite. Motion seconded by Tamara and called for a vote.
  + **MOTION Passed**- All board members voted I, passing the meeting date change with forthcoming confirmation on virtual meeting details.

UNFINISHED BUSINESS

ACTION ITEMS

* Review budget materials: [Budget 2025](https://www.princegeorgescountymd.gov/departments-offices/county-executive/community/budget-listening-sessions)

**Next Meeting:** Thursday, September 26th – VIRTUAL at 6:30pm

Potential Topics:

* Initial Elections Nomination
* Subcommittee Updates
* Planning for next meeting

**Adjournment:**The meeting adjourned @ *~8:02pm; motion by Rochelle, second by Jocelyn.*

ANNOUNCEMENTS / RESOURCES

**Highlighted Events:**

* **All September Events:** [**https://www.pgparks.com/activities-events/events?dpt=&search\_month=9&search\_year=2024**](https://www.pgparks.com/activities-events/events?dpt=&search_month=9&search_year=2024)

**County Council Calendar:** <https://princegeorgescountymd.legistar.com/Calendar.aspx>

**PRAB Shared Folder:** <https://drive.google.com/drive/folders/1UW9YrcncVHfTOpvqvxEbm6njJLmWk9zC?usp=drive_link>

**Action Items**

| Action | Due Date | Owner |
| --- | --- | --- |
| Provide link/info for virtual meeting |  | Cochran, J. |
| Provide survey draft questions |  | Kelvin S. |
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