MONTHLY MEETING MINUTES – Wednesday, April 23, 2025

Location: Southern Regional Technology and Recreation Complex

**Attendees**

Board Members (Alphabetically)

|  |  |  |  |
| --- | --- | --- | --- |
| Jocelyn Alexander | ✔ | Kelvin Smith | ✔ |
| Sean Floyd | ✔ | Rochelle Thompson | ✔ |
| Harryette Irving | ✔ | Betty Tingle | A |
| Oladunni Oni | ✔ | Tamara Williams | A |
| **PRAB Liaison,** Anika Jackson, Public Affairs and Community Engagement, Ms. Lola Knights, County Council Representation, Hon. Calvin Hawkins | | | ✔ |

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

**Additional Attendees:**

**Minutes/Notes**

CALL TO ORDER

*The meeting was formally called to order by the Chair @ 7:21pm ; however, started with Mr. Kepper, Regional Manager welcoming us to the facility.*

1. **Roll Call:** Called by Chair to establish a quorum;7 members were present at start of meeting, constituting a quorum.
2. **Approval of Previous Meeting Minutes:** The agenda was reviewed and approved as presented; motion by Mr. Floyd, second by Ms. Irving
3. **Opening Introductions:**
   * Rep. Calvin Hawkins shared brief thoughts and background on his relationships with PRAB.
   * Mr. Eric shared information about popular events (line dancing, 1st Fridays), the history of the Southern Rec Building, and the importance of ADA Compliance.
4. **PRAB Liaison Updates, Ms. Jackson:** 
   * **Events:** Kinderfest cancellation due to weather.
   * **Outreach:** A table with the outreach team will be shared with PRAB members so that we can share our QR code and survey. We need to let them know our questions and any materials we want to be printed by mid- to the end of May.
   * **Budget updates:** With the budget process coming to an end, please remind Ms. Jackson of upcoming meetings regarding where they stand on the budget.
   * **Board Photos:** Retakes for those board members who were not available for the first takes of photos. They can be retaken at the next meeting, need to confirm with Ms. Jackson if that works.
   * **Branding/Marketing Survey:** The vendor has been chosen. The kick-off with The Hatcher Group will be on May 14th. PRAB will be part of the branding working group.
   * **Public-Facing Opportunities—The o**pportunity for PRAB to be introduced in an upcoming Your Guide was brought up by Hon. Calvin Hawkins. Ms. Jackson agreed.

SUBCOMMITTEE UPDATES -

1. **Governance Subcommittee:** *None*
2. **Community Engagement Subcommittee:** *None*

BOARD MEETING UPDATES

* **Agenda Changes:** The NRLS/SRLS moved to the next meeting.

ACTION ITEMS

* Send out pre-scheduled meeting locations requests for the next three to six months to hold the location spots.
* Agenda for the meeting needs to be sent 30 days for them to publish online.

**Adjournment:**The meeting adjourned @ *~8:27 pm; motion by Rochelle, seconded by Mr. Floyd*

ANNOUNCEMENTS / RESOURCES

**Highlighted Events:**

**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 board location at least 3-6 months in advance |  | PRAB Board |
|  |  |  |
|  |  |  |
|  |  |  |