
DATE: September 8, 2017

Attendees

Board: Lynn Richards (President & CEO), Eliza Harris Juliano (Chair), Michaele Pride (Chair Elect), Matthew Lewis (Secretary), Laurie Volk (Treasurer), Susan Henderson, Larry Gould, Scot Spencer

Virtual: Emily Talen and John Torti

Staff: Abby Sheridan, Kristen Dunphey, and Ciaran Lithgow

NOTE: The Board meeting agenda was adjusted as a result of a mandatory evacuation due to Hurricane Irma.

Eliza Harris Juliano, Board Chair called the meeting to order at 4:11 PM ET. A quorum was present.

Declaration of Conflict of Interest — Presented by Eliza Harris Juliano (Chair)

Discussion: No Conflicts

Consent Agenda— Presented by Eliza Harris Juliano (Chair)

- President's report:
 - o *Hurricane Harvey*— CNU is acting as a central information point for CNU members wanting to help. In this way, we can help members better leverage their on-the-ground work.
 - o *Partnership with the Local Government Commission (LGC)*— in an effort to expand participation with municipal governments, CNU is in discussion with LGC about the possibility of joining the Congress and New Partners for Smart Growth.
 - The first joint conference could take place in Louisville 2019.
 - o *Training and Education* — CNU is exploring the possibility of launching the training and education center in collaboration with other placemaking and like-minded organizations.
 - Matt Lewis (secretary) volunteers to help with assist with municipal government outreach for CNU's Training & Education.
- Approve May 2017 Board Minutes —See page 18 of Board Packet
- Finance Report (See page 24 of Board Packet)

Motion: to approve the consent Agenda by Matt Lewis (Secretary). Seconded by Laurie Volk (Treasurer).

Discussion:

- Explanation of the financial dashboard
 - o In order to update the Board on the status of CNU's finances, each Board Packet includes a financial dashboard that itemizes the revenues and expenses of a few major projects. The dashboard also includes a cash flow chart that depicts where CNU's finances are in comparison to past years.

- Financial Reserves— each month CNU deposits \$1,000 into a savings account to build the reserves.
- Vote:** All in favor, motion passed.

Strategic Plan— Presented by Lynn Richards (President & CEO)

Lynn Richards asks each of the Board members to hold listening sessions with both members and non-members to learn more about the placemaking trends to inform the next strategic plan. CNU staff is available to help schedule calls if needed.

Potential Involvement in China —Presented by Lynn Richards (President & CEO)

Partnering with the Energy Foundation and Peter Calthorpe's office, CNU has the opportunity to become a training provider for the Chinese government. Currently, international work is not included in the strategic plan.

Lynn Richards (President & CEO) sees three possible options for moving forward:

1. Modify the Strategic Plan at the December Board Meeting to include an emphasis on international work
2. Modify the Strategic Plan if and when an MOU is signed (likely to be in April 2018)
3. Wait to include international work on the next strategic plan

The Board agrees that CNU should wait to include international work until the next strategic plan.

Nominations —Presented by John Torti

Motion: to enter Executive Session by Eliza Harris Juliano (Chair). Seconded by Michael Pride (Chair Elect)

ENTER EXECUTIVE SESSION at 5:39 PM ET

Motion: to exit Executive Session by Eliza Harris Juliano (Chair). Seconded by Michael Pride (Chair Elect)

ENTER EXECUTIVE SESSION at 6:00 PM ET

NOTE: Rob Benaicha (Legal Council) is tasked to develop a draft policy statement regarding the number of individuals from a single organization on CNU's Board for the next Board Meeting in December.

Proposal : The Nominations Committee proposes Richard Jackson and Jessica Millmann to join the CNU Board.

Motion: to accept the recommendation of the Nominations Committee, by John Torti (Nominations Committee Chair)

Discussion: Richard Jackson and Jessica Millmann will officially be members of the CNU Board as of September 11, 2017. CNU staff will schedule a virtual Board Orientation.

Vote: All in favor, motion passed.

Performance Metrics —Presented by Lynn Richards (President & CEO)

CNU does not have performance metrics for the organization or the movement. As a starting place, CNU has begun identifying those metrics that can be easily measured.

Recommendations from the Board:

- Consider preparing annual or bi-annual member surveys
- Identify one impact measure for the organization
- Identify what story the metrics tell, the story is more important than the metric itself
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Adjourn at 8:28PM ET

DATE: September 9, 2017 (Reconvened)

Attendees

Board: Lynn Richards (President & CEO), Eliza Harris Juliano (Chair), Michaele Pride (Chair Elect), Matthew Lewis (Secretary), Laurie Volk (Treasurer), Susan Henderson, Larry Gould, Scot Spencer

Virtual: Emily Talen and John Torti

Staff: Abby Sheridan, Kristen Dunphey, Lisa Schames, Alissa Akins and Ciaran Lithgow

Eliza Harris Juliano, Board Chair called the meeting to order at 9:03 AM ET. A quorum was present.

Charter Awards —Presented by Jennifer Hurley

Proposal:

- The Charter Awards should grant a very limited number of “best of” awards.
- The Charter Awards should develop a special “emerging talent” award open only to new firms, small firms, or young professional.
- The Board should select one or a very few Charter elements to highlight in the Call for Applications.
- The vast majority of Charter Awards should be granted to built projects, but the program should also have a limited number of awards to unrealized projects.
- The definition of “built project” must vary by project scale.

Discussion:

- The Board is concerned that the “emerging talent” category will lower the standard of the award. The details for how the emerging talent submissions might work need to be fleshed out further.

Motion: to approve Maurice Cox as the 2018 Charter Awards Jury Co-Chair by Susan Henderson. Seconded by Matt Lewis (Secretary)

Vote: All in favor, motion passed.

Fellows—Presented by Eliza Harris Juliano

Proposal:

- The 2018 class of Fellows should be selected at the December board meeting if possible. In order to develop this list efficiently, the Board may select an ad hoc committee to propose a slate at our next board meeting consisting of three to four nominees. Note that this year, there are already some suggested nominees based on previous year's work.

- For 2019 and beyond. The Executive Committee of the Board may appoint a selection committee by the spring of each year consisting of one Board Member, one Founder, one Fellow, and one other CNU member. This committee shall propose a slate prior to the December meeting of the Board, consisting of three to four qualified candidates representing the values, accomplishments, and diversity of CNU. The fourth member of the committee should represent a unique perspective on CNU such as a NextGen member or someone with knowledge of a diverse network of contributors that complements the rest of the committee.

Motion: to create an ad hoc committee to propose a slate Fellows at the December Board Meeting consisting of three to four nominees for the 2018 Class of Fellows by Michael Pride (Chair Elect). Seconded by Laurie Volk (Treasurer).

Discussion: The 2018 ad hoc committee will consist of Matt Lewis (committee chair), Susan Henderson, and Emily Talen. Lynn Richards (President & CEO) will act as an advisor to the ad hoc committee.

Vote: One abstention, four votes against, four votes in favor, motion passed with the tie breaking vote in favor cast by the President & CEO with the consent of the Board members present.

Diversity —Presented by Scot Spencer

NOTE: the Diversity Committee will now be called the Diversity, Equity, and Inclusion Committee.

Motion: to approve Angela Park to direct a Diversity Training for the CNU Board and staff at the March Board Meeting by Scot Spencer. Seconded by Michael Pride

Discussion: There are possible budgeting implications for the organization after the training (i.e. professional development, training on messaging, etc.).

Vote: All in favor, motion passed

CNU26.Savannah Fundraising Update— Kevin Klinkenberg & Eric Brown

- The Local Host Committee has secured \$65-70K in verbal commitments from local businesses.
- The Board can assist with fundraising efforts by strengthening the network beyond Savannah, including:
 - SCAD
 - Georgia Southern
 - FMU
 - Companies and Foundations in Charlotte and Atlanta

Review of next Board Year —Presented by Eliza Harris Juliano (Chair) & Lynn Richards (President & CEO)

Issues that should be discussed at future Board Meetings:

- Growing Municipal Membership
- Climate Summit update
 - A written report could take the place of a discussion
- Congress Update
- Involvement with China

Meeting Adjourned at 12:01 PM ET