

**Banneker Community Center Advisory Council
Meeting Agenda
November 16th, 2020
5:30-6:30 pm
Google Hangouts
meet.google.com/omw-xdgg-ask**

Getting Started

1. Public Comment
2. Housekeeping
 - a. Attendance
 - b. Approval of October Minutes

Current Events

1. **BLM Street Mural Project**
 - a. Dedication Recap
 - b. Thank You Cards
 - c. Second Location/Date
 - d. Continued Engagement
2. **Thanksgiving/Winter Break Plans**
 - a. Support Community Kitchen
 - b. Care Packages Curated by IU Partners
 - c. Ideas?
3. **Future of BCCAC**
 - a. Roles
 - b. Subcommittees
 - c. 2021 Meeting Dates

Next Steps

1. Discuss next meeting times
2. Questions, thoughts, problems, concerns?

**Banneker Community Center Advisory Council
Meeting MINUTES
October 19th, 2020
5:30-6:30 pm
Google Hangouts
meet.google.com/jmr-cnyp-cfs**

Getting Started

3. Public Comment
4. Housekeeping
 - a. Attendance
 - i. Erik Pearson, Jennifer Perry, Cory Hawkins, Amy Oakley, Joy Roberts, Mat Shockney, Richelle Brown, Stacy Sedory, Martha Chamberlain, Muhammad Saahir
 - b. Approval of September Minutes
 - i. APPROVED

Current Events

4. BLM Street Mural Project

- a. Update on 10/24 Painting
 - i. Will use 8ft template that Sen has made to chalk out the letters which will take a few hours
 - ii. Donations of food and drinks as well as information on where to vote
 - iii. Hoping the weather cooperates
 - iv. 26 volunteers signed up (mostly 12-12:45pm)
 - v. Need representation from the Advisory Council!
 - vi. Make sure that community partners, EnoughisEnough, BSU, BGSA, 2nd Baptist feel included
 - vii. Sean received feedback that the artists should be paid more for their services, commitment in the 2021 budget to racial justice as it pertains to artists
 - viii. The second mural will not have artistic lettering since it will be simple block lettering
- b. Artist Designs
 - i. Black- Christina Elem- nature flowers, vines, depictions of the continent of Africa, a portrait of a woman
 - ii. Lives- Terin- simplistic matter, red with flowers in the background, utilizing stenciling
 - iii. Matter-Raheem- black with white outline paint different languages “BLM”
- c. **Other**
- d. A separate signup sheet will be sent around for Advisory Council members to sign up for shifts
- e. Itia will be creating Advisory Council shirts to identify member
- f. The second mural is definitely happening, obligated by resolution to do it. Will learn from this weekend and move forward.
- g. City Council expressed interest in working with the Advisory Council to continue talks- will send out a poll to see who is interested

5. Food Drop-Off

- a.** Mathew Shockney
 - i.** October 30, 12:00pm 2 semi-trucks will have 1200 boxes of perishable food (Each) will be stored at the Warehouse in cold trucks to hold the food
 - ii.** Goal would be to bring the food to people instead of having people come to us
 - iii.** Orchard Glen, Country View, Southside Apartment, Ellettsville, Crestmont, Food Pantry
- b.** Distribution Ideas
 - i.** Church to distribute and/or let folks know

6. Facility Update

- a.** ROI Upgrades
 - i.** Flooring on 1st floor is complete
 - ii.** Had to mitigate water impact
- b.** Reopening Period
 - i.** Waiting on elevator fix
 - ii.** Opening October 26th or following week

Next Steps

- 3.** Discuss next meeting times
- 4.** Questions, thoughts, problems, concerns?

POLICY RE: Banneker Community Center Advisory Council (BCCAC)

Advisory Council Established

The Benjamin Banneker Community Center Advisory Council composed of a minimum of twelve (12) voting members.

Qualifications of Council Members

The regular members of the council shall be qualified electors of the City and shall serve without compensation. The members of the council shall hold no other elected or paid public office in the City with the exception of required special members. Council members must be involved members of the Bloomington/Monroe County community and represent a diverse background and knowledge of youth work and community organizing in the region.

Upon receipt of an application to fill a vacancy on the Advisory Council, Bloomington Parks and Recreation staff and Advisory Council chairs will work together to provide recommendations to the Bloomington Board of Park Commissioners.

Term of Office and Vacancies of Council

Members of the council shall generally serve for a period of two (2) years. Initial terms for current 12 member council will be staggered in 1, 2 and 3 year terms beginning in 2020. New and renewing members will serve two year terms thereafter. Replacement members filling vacancies will NOT be required to take on the rest of the term of the individual with which they replaced. All new members will begin with a two-year term.

Term limits will not be set, however at the end of the two-year term members must indicate whether they wish to extend for another two-years and be approved in doing so by the Bloomington Board of Park Commissioners.

Appointments to Council

Appointments to the council and the filling of vacancies shall be made by the Board of Park Commissioners at the recommendation of Bloomington Parks and Recreation staff and Banneker Advisory Council chairs. All new members will begin with a two-year term. Applications will be accepted on a yearly basis between January-March of each year unless a vacancy is submitted prior. New applicants will need to fill an outgoing void or need within the three subcommittees: 1) Programming & Policy, 2) Facility and Funding and 3) Advocacy and Outreach.

Organization of Council

At its first regular meeting following January 1 of each year, the members of the council shall elect a chair of the three subcommittees (Programming & Policy, Advocacy & Outreach and Funding & Facility). The chairs of each subcommittee will also serve as co-chairs of the Council at-large and represent the Council at functions i.e. Park Board Meetings, Events, etc. Each chair is responsible for organizing their subcommittee and presenting updates at each Council meeting.

Each chair will work with Banneker Center staff on goals and objectives of the subcommittees but will ultimately take up assignments as they so choose. Chairs will work together each month to submit meeting agendas to Banneker Center staff no fewer than 72 hours prior to the next scheduled meeting. Members may be allowed to participate in no more than two subcommittees at a given time. Members must be evenly dispersed within subcommittees at the co-chairs discretion.

Procedure

The council shall adopt rules and regulations to govern procedure each January and will meet as a whole the third Monday of each month unless otherwise scheduled. At the beginning of each meeting, co-chairs will have a call to order and seek to approve meeting minutes from previous month's meeting. Each vote will require a move and be seconded before all voting members vote. If the vote is approved, a co-chair will announce the approval.

Council will vote on the following procedures:

- Approval of Meeting Minutes
- Approval of co-chair appointees
- Approval of subcommittee rosters
- Approval of recommendations to fill Council vacancies
- Formal recommendations to be made to the Bloomington Parks and Recreation Department/Board of Park Commissioners
 - I.e. Change to bylaws, change to policy/programming/facility projects/outreach, etc.
- Approval of Council's involvement in Banneker events, i.e. Block Party, Thanksgiving, Black History Month Celebration.

Quorum

A majority of members shall constitute a quorum for the purpose of taking action on any agenda items. All voting actions will require a 2/3 majority for approval. Physical presence for voting is preferred but online votes may take place as necessary the following business day from a Council meeting via Google Form developed by co-chairs.

Members may abstain from voting or designate a proxy member to vote in their absence. Proxy voters will need to identify themselves at the beginning of each meeting and be approved by Council. Council members needing a proxy voter will need to communicate their intentions with a co-chair prior to each Council meeting.

Once an action has received 2/3 approval the co-chairs of the Council will draft a memo acknowledging the actions to be sent to the Program/Facility Coordinator and Board of Park Commissioners.

Absence from Council Meetings

Absence of a member from three consecutive meetings, without prior communication noted in the official minutes, constitutes the voluntary resignation of such absent member and the position

shall be declared vacant. Each member must attend at least four (4) meetings in a six-month window to remain an active member of the Council. The two six-month windows will include January-June and July-December. Members who are unable to attend monthly meetings, but remain active on subcommittees must still attend at least four (4) of the six meetings.

Minutes of Council Meetings

The Program/Facility Coordinator of the Banneker Community Center shall appoint a secretary to maintain accurate minutes of the activities and official actions of the council. This secretary shall also serve as the staff liaison between the council and the Parks and Recreation Department. Minutes will be dispersed to all members of the Council within two days (2) from the subsequent monthly meeting to be approved at the beginning of said meeting.

Council Duties and Responsibilities

The duties and responsibilities of the BBCAC shall be to:

- a. Act in an advisory capacity to the Board of Park Commissioners in all matters pertaining to operations of Benjamin Banneker Community Center (BBCC) and to cooperate with other civic groups and governmental agencies in the use and advancement of activities held at BBCC for the entire Bloomington community
- b. Work with Banneker staff to develop and implement strategies for community engagement on what citizens programming wants and needs are. This is to ensure that Banneker programs and events are generated by the community it serves, for the community it serves.
- c. Review and assist in the formulation of policies on the BBCC for approval by the Board of Park Commissioners
- d. Meet with the Board of Park Commissioners annually to discuss proposed policies, programs, budgeting, future needs or other matters requiring joint deliberation. This includes an annual report to the Board of Park Commissioners to be developed and delivered by the co-chairs in September-November of each year.
- e. Recommend to the Board of Park Commissioners the development of additional areas or improvements at BBCC
- f. Work with Banneker staff to make recommendations to Board of Park Commissioners for Council vacancies.
- g. To assist the Board of Park Commissioners in communicating to the citizens any difficulties faced by the Board in financing the operations of BBCC and the improvement and maintenance of present facilities
- h. Assist the programs held at BBCC by volunteering to work as requested by Parks and Recreation at special events or activities; especially those events which place

an emphasis upon youth, and other special events for all members of the community

- i. Work closely with local public, private, and semi-private organizations in a mutually cooperative manner for the betterment of BBCC services and facilities
- j. Assist in identifying citizen needs and concerns for the Board of Park Commissioners as it may effect BBCC operations as a community center for all of Bloomington