

**RESOLUTION OF THE BOARD OF DIRECTORS
ST. PETERSBURG DOWNTOWN NEIGHBORHOOD ASSOCIATION, INC.**

The undersigned, being the Secretary of the St. Petersburg Downtown Neighborhood Association, Inc., ("**Association**") certifies that, at a meeting properly noticed at which a quorum was present, the Board of Directors took the following action effective as of the date of the meeting.

WHEREAS, the Association is a not-for-profit corporation incorporated in the State of Florida on the 10th day of February 2016; and

WHEREAS, the Association is governed by its Bylaws, as they may be amended from time to time, that have been adopted by the Board of Directors; and

WHEREAS, Article Seven of the Bylaws provides that, "The President may establish such committees as seem necessary and advisable, with the approval of the Board of Directors"; and

WHEREAS, the President and Board of Directors desire to create a formal record of the committees that have been established, including the purpose and scope of authority for each committee.

NOW THEREFORE BE IT RESOLVED, that the President and Board of Directors hereby ratify the establishment of the following committees and state their respective purpose and authority as follows:

- 1) Planning & Development (membership requires basic technology skills)
 - a) Read and understand development news received from the city and share that information with the Directors
 - b) Meet with developers and provide information to the Directors and general membership
 - c) Understand and complete city planning reports (Public Participation Reports, etc.) as necessary
 - d) Monitor Vision 2050
 - e) Present reports at general membership meetings as necessary

- 2) Membership Management (membership requires advanced technology skills)
 - a) Update website database with cash receipts from members
 - b) Access membership email to answer questions from our members and prospective members

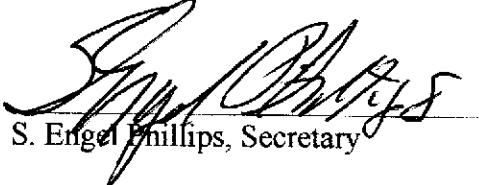
- 3) Community Service
 - a) Organize Mirror Lake cleanup twice per year (April and November). Work with city staff, Keep Pinellas Beautiful (as necessary) and the Shuffleboard Court to schedule clean ups and purchase snacks for that morning

- b) Provide outreach to Daystar or local schools and other charities. Manage contributions four times per year to coincide with general membership meetings
 - c) Seek opportunities for other community projects
 - d) Report on activities at general membership meetings as necessary
- 4) Meeting and Event Planning
- a) Porch Parties – organize four parties per year (February, May, August and Nov/Dec).
 - i) Make arrangements with venues, provide information to website manager for ad, coordinate with other Directors and respond to emails regarding events.
 - ii) Report on activities at general membership meetings as necessary
 - b) General Membership Meetings – develop the meeting agenda with topics and guest speakers four times per year (April, July, October, January). Solicit input and coordinate logistics with other Directors.
- 5) Communications and Marketing
- a) Website Communications – coordination with Membership Management committee; send emails from website to members
 - b) Instagram – manage Instagram email account & post in Instagram
 - c) Facebook posting
 - d) Mailchimp Manager – design email ads for events and other information sent to mass mailing list
 - e) Downtown Newsletter – provide bi-monthly information about DNA activities and membership
 - f) Serve as liaison for building managers & resident ambassadors; communicate with condo managers and apartment managers
- 6) Community Organization Liaison – report to the Board of Directors on activities of other community organizations such as CONA, CAC, Rowdies Council and Edge

BE IT FURTHER RESOLVED that the President and Secretary, or either one of them, is hereby authorized to execute such documents and take such additional measures as may be necessary to carry out the purposes and intent of this resolution.

The foregoing constitutes a record of actions taken by the Board of Directors at a meeting held on the 13th day of March, 2019.

SECRETARY:


S. Engel Phillips, Secretary