

# Columbia Council of Neighborhoods

## 2024-2027 Approved Strategic Action Plan

(Created by 18 Columbia Neighborhood Leaders • Facilitation Thanks to Anne Sinclair)

Mission Statement		
Engage all neighborhoods to be community builders, leaders and advocates.		
Statement of Purpose		
CCN is committed to preserving and promoting the integrity of Columbia's neighborhoods by serving as a resource network and communications channel for elected leaders of annually certified neighborhood associations.		
Intention Statement		
<ul style="list-style-type: none"> <li>• Support and educate leaders in best practices for community development.</li> <li>• Foster a sense of an engaged community assisting each other by providing a forum for legitimate concerns and visions.</li> <li>• Provide a thoughtful communication channel between neighborhoods, elected/appointed officials and units of local government.</li> </ul>		
<b>Goal One: City of Columbia neighborhoods will be connected with each other, connected with CCN, and engaged in CCN activities.</b>		
Objective	Person(s) Responsible	Timeline
<b>Objective One:</b> <i>Neighborhood association enrollment will increase by 10 each year.</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Establish an Enrollment/Retention Committee to lead this effort.</li> <li>• Develop plan for CCN leaders to approach inactive neighborhood leaders to establish communication and determine needs</li> <li>• Utilize this information to build connection with CCN and support individual associations</li> </ul>		
Objective	Person(s) Responsible	Timeline
<b>Objective Two:</b> <i>Participation in CCN meetings and activities will double each year.</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Establish Advisory Board of 12 members to increase participation and input into CCN activities</li> </ul>		

<ul style="list-style-type: none"> <li>• Maximize website and virtual network to inform neighborhoods about CCN activities, events, and initiatives.</li> <li>• Prepare a regular newsletter that shares information about individual neighborhood activities</li> <li>• Host regular meaningful programming/workshops/training that provides tools and needed information</li> <li>• Establish system so neighborhoods can communicate leadership changes to CCN and vice versa.</li> <li>• Establish efficient and simple CCN membership registration</li> </ul>		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
<b>Objective Three:</b> <i>All neighborhoods will receive support from CNN to strengthen the individual organizations.</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Establish mentor program to determine needs of neighborhood associations and assist in filling the needs (ex. by-laws, 501(c)3 application, building partnerships with neighborhood businesses/public programs)</li> <li>• Establish website template and provide support in developing the website to neighborhoods who desire such a communication tool.</li> <li>• Develop Welcome Packet for new neighborhoods and new neighborhood leaders.</li> </ul>		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
<b>Objective Four:</b> <i>Strengthen internal communication within CCN</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Consider routine use of CCN website by neighborhoods and their leaders</li> <li>• Include list of neighborhood associations, leaders, contact information, and meeting days/times (<a href="#">Password protected portal where appropriate.</a>)</li> <li>• Post CCN meetings, agendas, and minutes on website</li> <li>• Develop internal succession plan to establish smooth leadership transitions.</li> </ul>		
<b>Goal Two:</b> CCN and individual neighborhood associations will have the financial resources needed for special activities and communication within associations.		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>

<b>Objective One:</b> <i>Develop an annual budget outlining revenue, expenses, and deliverables from the expenditures.</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Develop CCN budget and request/secure annual funding from City <i>to enable CCN to support neighborhood associations</i></li> <li>• Solicit support from the City of Columbia for a part time staff person dedicated solely to CCN and the neighborhoods. Clearly outline the benefits of this person to the city</li> </ul>		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
<b>Objective Two:</b> <i>Secure annual funding from Richland County Council to support neighborhood associations</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Strengthen relationship with Richland County Council &amp; Midlands Council of Governments members</li> <li>• Provide evidence of CCN's benefits to Council members</li> <li>• Prepare and submit funding request</li> </ul>		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
<b>Objective Three:</b> <i>Explore viability of annual awards event and recommend other revenue generating events to recognize neighborhood excellence.</i>		
<b>Strategies to Consider:</b>		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
<b>Objective Four:</b> <i>Solicit grant funds from federal resources designed to support organizations such as CCN by January 2025.</i>		
<b>Strategies to Consider:</b>		
<b>Goal Three:</b> CCN and its member associations will be respected partners with the leaders of Columbia City Government, Richland County Government, and related organizations.		
<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
<b>Objective One:</b> <i>Ensure neighborhoods are aware of Columbia City Council, Richland County Council and Midlands Council of Governments discussions and initiatives</i>		
<b>Strategies to Consider:</b>		

<ul style="list-style-type: none"> <li>• Post city and county-related information clearly on CCN website including media articles.</li> <li>• Attend council meetings and report to CCN members.</li> <li>• Work closely with Trevon Fordham Office of Violent Crime Prevention</li> </ul>		
Objective	Person(s) Responsible	Timeline
<i><b>Objective Two:</b> Strengthen relationship with both members of Columbia City Council and Richland County Council</i>		
<b>Strategies to Consider:</b> <ul style="list-style-type: none"> <li>• Establish credibility plan for both councils that establishes a dynamic productive relationship</li> <li>• Develop plan to inform all council members of the initiatives of CCN and its role with neighborhood associations</li> <li>• Encourage participation by council members in CCN meetings</li> <li>• Develop process to meet with the City of Columbia Mayor on a regular basis to build rapport</li> <li>• Ensure CCN presence at all City Council and County Council meetings.</li> </ul>		

## Four CCN Standing Committee Volunteers

(Sign-up sheet as of 6/5/24)

HONOR • EMPOWER • ASSIST • ENGAGE • SHARE • LEARN • LEAD • INSPIRE • ADVOCATE

### **1. Meeting & Event Program Development**

- a. John Baynes: Wales Garden Neighborhood Association • [John.Baynes@SC.edu](mailto:John.Baynes@SC.edu) • 803-409-9376
- b. Earl Utsey: South Meadowfield • [eoutsey@gmail.com](mailto:eoutsey@gmail.com) • 803-206-2951
- c. Margie Searles: Barhamville Estates • [margie.searles@aol.com](mailto:margie.searles@aol.com) • 803-376-7813
- d. Trace Ballou: Hyatt Park-Keenan Terrace • [thballou@gmail.com](mailto:thballou@gmail.com) • 803-318-5104

### **2. Finance: Annual budget planned sources & community development disbursements**

- a. Harrison Greenlaw: Shandon • [HSWGreenlaw@yahoo.com](mailto:HSWGreenlaw@yahoo.com) • 803-237-2212
- b. Patricia Brown: (grants) Northwood Hills • [pat.17.brown@gmail.com](mailto:pat.17.brown@gmail.com) • 803.446.5220

### **3. Communications: Content development for CCN site & Constant Contact digital platforms**

- a. Pat Mason: Sherwood Forest • [pmason@carolinaliving.com](mailto:pmason@carolinaliving.com) • 803-467-9570
- b. Frank Adams: Wales Garden • [fadams408@icloud.com](mailto:fadams408@icloud.com) • 803-240-7998
- c. Lynn Shirley: (GIS) Hollywood Rose Hill • [wmlynnsc@gmail.com](mailto:wmlynnsc@gmail.com) • 807-422-3368
- d. John Tyler: Cottontown/Bellevue Historic District • [jtyler3274@gmail.com](mailto:jtyler3274@gmail.com) • 803-800-0505

### **4. Enrollment & Retention of Member Certified Neighborhoods**

- a. Kenneth Tolson: Greenview • [seniorkat@gmail.com](mailto:seniorkat@gmail.com) • 309-530-2172
- b. Kay Patterson: Windemere Springs • [kaypatterson@hotmail.com](mailto:kaypatterson@hotmail.com) • 803-873-5107
- c. Jerry Parker: Galaxy Neighborhood • [jerryparker8202011@gmail.com](mailto:jerryparker8202011@gmail.com) • 803-667-5162
- d. Rolland Smallwood: Cottontown • [RDSmallwood47@gmail.com](mailto:RDSmallwood47@gmail.com) • 803-605-1113

**4/11/24 Motion Approved:**

Given the encouragement by City Council leaders, the dedicated engagement of 18 CCN neighborhood leaders that included five of the Executive Committee members, in all spending approximately 80 work hours in a bottom-up grassroots process.

Pat Mason offers a motion to have CCN Executive Committee officially approve and endorse the vision, mission and purpose as stated in the CCN 2024-26 STRATEGIC PLAN.