

**MAYOR'S NEIGHBORHOOD ADVISORY BOARD**  
**MEETING MINUTES**  
**Letts Community Center**  
**Thursday, September 18, 2025 @ 5:30 P.M.**

BOARD MEMBERS: Tirstan Walters (Co-Chair Ward 1); Matthias Bell (Ward 4); Courtney Cole (Ward 3); Flo Baerren (Ward 2); Brian Baer (Ward 1); **MaryBeth VanHorn (Ward 1)**; Christopher Greene-Szmadzinski (Co-Chair Ward 2); Vacant (Ward 4); Vacant (Ward 3); Vacant (Ward 3); Vacant (Ward 2); Vacant (Ward 4)

DNACE STAFF: Robin Anderson-King  
**Absences in bold**

CALL TO ORDER: 5:33 P.M., Letts Community Center

1. **ROLL CALL**: See above - quorum present.
2. **ADDITIONS/DELETIONS TO AGENDA**: – Add Co-Chair to Christopher and Tirstan in the board members listed above; Update ward for Christopher above.
3. **AGENDA APPROVAL**: Tirstan moved, Flo seconded – approved unanimously.
4. **BOARD MEETING MINUTES** – Brian moved, Courtney seconded – approved unanimously.  
August 21, 2025
5. **OLD BUSINESS**:
  - A. Grant Cycle to begin October 20, 2025
    - Grants will close on March 6.
    - We should encourage groups to come before the board. Tirstan suggested offering a benefit for attending a grant workshop/learning session like points toward the application.
    - Robin is working on retooling the budget sheet for submission through the online platform.
    - Discussion to improve the application, and there was a suggestion to make a video tutorial or walk-through. Courtney said she would draft an FAQ document to cover the most asked questions like about estimates, permissions, resources, and services covered.
6. **NEW BUSINESS**:
  - A. Patty Farhat: Request to change use of funds.
    - The Neighborhood Watch Advisory Board requested a change in the use of their grant funds. They would like their approved grant to go toward their Coordinators Meeting, to be used on their float, *McGruff's Safe House*, that they would like to use this year in the parade for Silver Bells in the City.
    - They sent in a grant extension form and letters of support.
    - Board voted on giving them the extension and allowing them to submit a new budget with quotes and use of funds by our October 16, 2025 meeting.
      - Voting results: Christopher moved, Tirstan seconded – approved unanimously.
7. **UPDATES**
  - A. Mayor Updates
    - The City of Lansing purchased new, modular sheds that can be used for the homeless at auction for use in Lansing. They will have electricity, heat, air, but no plumbing. The City is taking feedback and ideas on where these sheds should be located. Human Relations & Community Services (HRCS) is reviewing possible sites and any ideas the community has to offer.

B. DNACE Updates

- Neighborhood Resource Summit is October 15, from 6 – 8 p.m. at the Alfreda Schmidt Community Center. All board members are invited to attend. MaryBeth, Flo, and Courtney said they would be there. A recruitment flyer will be available to help attract more members to the NAB.
- They are working on NAB tags for board members.
- The office is working on a map of all NAB grant-funded projects, as well as getting signs that could be put up at previously grant-funded project locations.
- City of Lansing has updated there website - <https://www.lansingmi.gov/>

C. Next meeting - Thursday, October 16, 2025

**8. STATEMENTS OF CITIZENS**

- None

**9. ADJOURN** – 5:58 p.m. – Brian moved, Flo seconded – approved unanimously.