

November 13, 2023

Present: Lisa Keck, Teresa Williams, Sara Weiser, Angela Spleen, Catherine Azeles, Ramon Marin, Shana, Tim Letcher, Ann Furr

Absent: Garrison, Stephanie, Mickey

October Meeting Minutes

Motion to approve: Lisa Keck

Second: Katie Azeles

No comments or corrections

Secretary/Vice President Report

- To make the role more manageable, we've split some duties.
- VP (Lisa) will lead the membership committee (website, membership, dues drive).
- Secretary (Sara) will assume meeting minutes, newsletters.

Treasurer's Report

- Ramon does not have a current report; he has a few more items to reconcile, anticipating he'll have the formal report in about two days
- No big changes; regular bills
- Water fountain at pavilion was winterized
- Zoom account:
 - Lisa motioned
 - Teresa seconded
 - All in favor, no opposed

President's Report

- Garrison is unable to attend. He welcomes all new board members and is excited for the year ahead.
- We've stepped up our game and have amazing events.
- Themes for this year:
 - Utilize print comms for neighbors who aren't as connected with social media/email
 - Need a new email communication system (should plan on this within the next year as the current one is hooked to Wayne's work and will be sunsetted)
 - Continue building social media presence and engagement
- Committees: All board members should lead or support at least one committee to help divide the labor among board members. Work will need to be done between board meetings. Each meeting the committee will present a committee report to help the meetings stay on track.
 - Park Maintenance/Mowing: Garrison, Stephanie, Tim (happy to volunteer day of events)
 - Gardening: Steph, Shana
 - New Residents (welcome baskets): Teresa
 - Membership (mailings, website): Lisa
 - Block Captains: Teresa, Lisa, Comms support
 - Communications (social media/website, info email address): Sara, Lisa, Ann, Tim (specifically interested in website and helping get minutes posted)
 - Events: Katie/Ann
 - Hidden Park Project: Angela & Mickey
 - Entrance beautification: To be included in gardening

- Available to volunteer, but not lead to avoid conflicts of interest: Ramon
- Wants to focus on dues push for 2024 (goal was 280; we've gotten 266)

Scheduling

- Will plan at Dec meeting so it can go out with Jan dues push

Landscaping/Grounds

- Garrison will be creating RFP before end of year

New Resident Committee

- Fantastic project and great example for the committee concept

Sign Project

- Reusable sign at Pavilion Park and worked well at getting traffic to events
- We need more people to help change sign
- Do we want additional reusable signs for entrance park and possibly another entrance
- Signs in shed for events (some have dates and some need to be put out just before the event)

Planning

- December meeting will be a mix of planning and social event for board members
- Meeting to be held at Lisa's house (3828 Carriage House Drive) 12/11 7pm

Door Hangers

- Ann has draft ready
- Saves cost/time because we don't have to stuff in plastic bag
- Motion to purchase 500 door hangers: Lisa, Second - Sara, all in favor, no opposed
- Motion to move dues collection to VP's address since VP will be managing the membership committee: Lisa; Second: Katie, All in favor, no opposed

Hidden Park

- Angela put together a project plan for the Hidden Park Revitalization Project
- Inclusive for all residents and responsive to feedback
- We can use Google Forms & Survey Monkey as resources
- Sara, Katie interested in helping
- Angela, Lisa, Sara to meet and discuss where to house documents
- Need to check in with Garrison re: insurance coverage (there are two - one for members; one for the equipment/pavilion, etc. if someone gets hurt)

To Do

- Let the neighborhood know that the water fountain at Pavilion Park has been winterized so that the pipes don't freeze. This will be turned back on in spring when we're out of the danger zone for pipes freezing. Port-a-potty will remain there through winter.
- Swap out newsletter from leaf reminder to recruiting for Hidden Park Revitalization process (will point to Angela's email address)
- Need to confirm that our 501(c)3 status is active
- Need to update Board email list
- Drop dead date for door hanger feedback to Ann by Dec. 5th
- Drop dead date for feedback on newsletter to Sara by this Friday November 17th