



**FPNA MONTHLY BOARD MEETING
AGENDA**

August 11, 2015 at 7:00 pm – (2204 N. Victoria Drive)

- | | | |
|------------------|--|-------------------------|
| Officers | <input type="checkbox"/> Ashley R. Lawson | President |
| | <input type="checkbox"/> Julie Humphreys | Co-First Vice President |
| | <input type="checkbox"/> Wayne Suraci | Co-First Vice President |
| | <input type="checkbox"/> Darlene Glenn-Wolff | Second Vice President |
| | <input type="checkbox"/> Tracey Stein | Secretary |
| | <input type="checkbox"/> Rich Heider | Treasurer |
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| Directors | <input type="checkbox"/> Sandy DeAngelis | Home Tour Director |
| | <input type="checkbox"/> Summer Martinez | Co-Membership Director |
| | <input type="checkbox"/> Alex Martinez | Co-Membership Director |
| | <input type="checkbox"/> Suzee Muzila-Katz | Social Director |
| | <input type="checkbox"/> Nancy Smith | Communications Director |
| | <input type="checkbox"/> Bev Schauwecker | Parliamentarian |

Team Agreements:

1. Be neighbors first
2. Trust each other; respect each other
3. Be accountable for your part
4. Ask for help; offer help
5. Be innovative and open to different ideas
6. Accomplish the mission (entire board)

CALL TO ORDER

1. Call to Order / Attendance

To address the Board, please obtain recognition from Chair by raising your hand

2. Resident Comments

Floral Park Residents may attend Monthly Board Meetings. This portion of the meeting is reserved for Residents to make comments, share ideas, ask questions, or raise issues. Topics will be noted and may or may not be discussed at the meeting. Once the Business of the Organization begins, Residents are asked to refrain from commenting during the meeting.

3. Approval of Minutes – July 14, 2015 Board Meeting Minutes

BOARD / COMMITTEE REPORTS

Discuss only what needs voted on or new information that is not contained in your written report.

4. Treasurers Report

- Approve Subject to Audit report from July 14, 2015 (last month’s report) & this month’s report

5. Scholarship and Sponsorship

6. Beautification - 2nd VP Absent re: Vacation

7. Home Tour

8. Membership

9. Social

- Status & Proposed Budgets for August Movie in Park & Fall Concert

10. Communications – Newsletter Article deadline is August 15th

11. By-laws

12. Secretary

- eBlasts – Email **August & September** content email to Secretary & President for FPNA Weekly Wednesday

OLD BUSINESS

13. Status – Ad-Hoc Committee: National Register Historic District – (Ashley & Julie)

14. Status - Permanent Historic Plaque Proposal (Bev)

15. Status - Storage Unit Review / Comparison Quotes: 2nd VP preliminary research found 2 quotes outlined below for RV.

- Self-Storage (Santa Ana) off Fairview @ 9x19 = \$240/mo. and 9x16 = \$200/month; and

- Extra Space Storage 10x20 = \$255 / mo. and 10x15 = \$205/mo. Both units are drive-up and if we pay in advance, the 13th month is free. Will make final decision on storage unit in November, there is still time to comparison shop.

16. Status - Review of Trademark (Julie)

17. Report - Tally Committee: Special Vote Results (Erwin's written report)

18. Status - Heliotrope Lamppost Replacement Project.

19. FYI / Update – President's Meeting with FPNA's CPA (Guzman & Gray):

- 2014 Tax Return reviewed, signed, & okay to file

- Sales Tax: Per CPA, we do not need to charge sales tax if it has already been paid

- Policies are up to date, no recommendation to adopt any additional policies

- Reminder – No Political Lobbying or campaign contributions

20. **Review** - Legacy Award: Last Year's Rules and Committee Structure

21. FYI / Update – Public Safety Meeting (re: Fireworks) was rescheduled to August 11, 2015. Per last month's Board discussion, President eBlasted the meeting notice to residents in the event a neighbor wanted to attend.

22. **Calendar Updates:**

- October 13th Board Meeting moved to **October 20, 2015** at 7:00 pm – 2204 N. Victoria Drive

NEW BUSINESS

23. **CPA Recommends QuickBooks** for recording financials, reports (i.e. financial statements, budgeting), accuracy, ease of use (can email accountant the entire file for taxes or audit & an email officers of Board), and accountants offices offers a qualified QuickBooks pro to help with any software use issues.

24. **CPA Recommends Finance Committee** tasked to Review Monthly Financials and report Monthly to Board

25. **Holiday Decorating Contest** – Needs included in Next Newsletter; Review of Project, Budget & Responsibility

26. **Traffic Issues**

27. **Policy Reminder / Forms Need Updated** (outcome of last month's Executive Session)

All communication forums and Home Tour Book communication forums are reminded of FPNA's Sponsor / Advertiser Retention Policy (outlined below) and are directed to include this policy on any Form where Sponsorship / Advertiser opportunities are discussed including but not limited to the Newsletter, Website and Home Tour Book. Please make sure you update all Forms ASAP and remind any committee members under your control of the same.

FPNA's Sponsorship Policy: *(as is common in the advertising industry)* FPNA's long-standing advertisers / sponsors are offered the **right of first refusal** of their ad space. Before an ad space expires, the advertiser / sponsor should be notified in writing of the date the ad space is set to expire and that a renewal form is enclosed if the advertiser / sponsor want to renew. If the advertiser declines to renew, that space will become available – open to other advertisers.

ADJOURN

28. **Next Board Meeting:** (Tuesday) **September 8, 2015 at 7 PM** (2204 N. Victoria Drive)

29. **Election Committee 2015 / 2016:** Waiting on response from last year's chair (Sherri Honer). Please let me know if you have suggestions, so that President can make contact with those suggested people.