

FLORAL PARK

Monthly Board Meeting – Minutes Tuesday, February 10, 2015, 7 p.m. 2112 N. Ross (Julie's House)

Attendees:	Ashley R. Lawson	President
	Julie Humphreys	Co-First VP
	Wayne Suraci	Co-First VP
	Darlene Glenn-Wolff	Second VP
	Bev Schauwecker	Parliamentarian
	Rich Heider	Treasurer
	Tracey Stein	Secretary
	Nancy Smith	Communications Director
	Suzee Muzilla Katz	Social Director
	Sandy DeAngelis	Home Tour Director
	Summer & Alex Martinez	Membership Co-Directors

Call to Order, Approval of Minutes

- At 7:06 pm, Board President Ashley R. Lawson called meeting to order—All Board Members present. One general member, Jeff Katz, attended the meeting to observe.
- Approval Minutes from January Board meeting –Sandy made a motion to approve the minutes from last meeting (January 12). Bev seconded. Motion approved.
- Team Agreements were reviewed, with no changes or clarifications.
- Review of Agenda: The First Vice President was given the floor first after providing advanced notice of the need to leave early.

First Vice President / Scholarship Committee Board Report (written report attached for reference)

Julie has reconnected with SAUSD and will schedule a meeting for the sponsorship committee in late March, at Wayne's house. There was a discussion about naming scholarships and how long names would apply. Lou Pecora has asked whether the scholarships are named for life or just each year. The Joe Banger Memorial Scholarship was established to honor this founding member's service to Floral Park and the FPNA, as was the Alice Sinclair Scholarship.

Sandy suggested that Julie, Wayne and Ashley have a sidebar discussion to discuss the best policy going forward as to naming scholarships. After hearing no Objections, this matter was referred to the First Vice Presidents / Scholarship Committee to make recommendations to Board for approval.

Old Business/Status Reports/Updates

Blake Anderson Heart Stone

Sandy reported that she talked with Giovanna but no date has been set yet to dedicate Blake's heart stone. Sandy has the heart stone and will work to set the date.

North Santa Ana Traffic Committee

No current pending traffic issue. Ashley will touch base with Scott Kutner, District Manager for the S.A. Community Development Agency, for a status on the Bristol Corridor.

Scholarship Recipient Antonia Silva

Check seems to be lost. Rich will void and re-issue new check to Antonia, once he receives an authorization letter from Antonia's mother.

Election Committee

The Election Committee will retain records for 1 year then destroy.

Committee to provide final report to Board. Expenses will be included.

The cost of last year's election (mail in) compared to years prior, was brought up, as well as the comparative success (voter turnout).

The Election Committee will meet and discuss an efficient voter process, to be submitted for Board approval.

ACTION ITEM: Election Committee will be asked to attend a Board meeting to answer pertinent questions about postage costs, voter turnout, election privacy, permits, printing, and take suggestions for next year.

Board Reports/Action Items

- A. President – Ashley
- a. The March General Meeting will feature special guest Commander Ibarra, to discuss safety issues in the neighborhood.
 - b. Master Calendar to be updated and emailed to Board prior to the March Board Meeting.
 - c. Reminders to Board:
Each Board position has only 1 vote, even when a Board position has a co-chair
Board Members are not to sign any contracts without Board approval.
Board is responsible for keeping their committees and projects within budget.
Once funds for 2015 have been approved and allocated to line items, funds cannot move to another line item without Board approval.
 - d. Ad Hoc Committees - defined by Article XIII (FPNA Const. & Bylaws pg. 5)
- The President shall appoint committee chairs, with approval of the Board.
- A committee chair shall select no less than two (2) FPNA members for their committee.
- Each committee chair shall report to the Board in a manner specified by the President.
 - e. Mailing Permits – Bev said that we might be able to get reduced rates for mailing bulk items. We also may only need 1 permit instead of the 2 that we currently have.
ACTION ITEM: Bev & Nancy to submit a report on annual costs and types of permits available.

B. 2nd VP/Beautification—Darlene (see report for more detail and omit** items 8, 9, & 10 from report)

- a. Dumpster Day (Saturday, April 11) is scheduled (see report for addresses)
- b. Darlene looking for a donation center to come collect on Dumpster Day
- c. Darlene still working on solution for missing fence area on Broadway
- d. Need volunteers to touch up Lamp Posts, hopefully before the Home Tour
- e. Sarah Mae Downie Park needs to be cleaned up prior to Home Tour.
- f. Calling for Volunteers for Best Yard judges – Article in Newsletter?
- g. Update on LED street lighting

**The following items are not delegated to the Second Vice President / Beautification Committee and Come Under General Board Oversight and Discussion

- h. Holiday Lighting Contest
- i. Holiday Lighting at Sarah Mae Downie Herb Garden
- j. Historic District Ad Hoc Committee. Darlene to submit any written article on the subject to President for review prior to publication.

Julie asked about planting more drought resistant plants at FP entrances. Darlene said that with the watering system in place, it would be hard to keep drought resistant plants alive or mildew free.

C. Treasurer—Rich (see report for full details)

- a. Nothing to add to the report, as far as accounting updates.
- b. Newsletter will feature the ledger balance, as opposed to the account balance. Rich would like a note added to the Newsletter correcting the account balance that was featured last quarter. It was decided that a link to the correction would be available on the website.
- c. Action Item: For the March Board Meeting, Rich will provide financial reports in the manner outlined in the Bylaws (Art.X Duty of Treasurer) and Standing Rules (Duties of Officers; E. Treasurer; items 4 & 5)

D. Secretary—Tracey

- a. Tracey will assist with eBlasts to the membership. These will pertain to FPNA and City updates. There were complaints that not enough information was blasted in the past, so hopefully this can be remedied.
- b. Looking for alternate location for the General Membership Meeting. The boardroom at Rancho Santiago is not available on March 24th. Wayne, Bev and Tracey are looking into venues (Riverview Golf course, Bowers Museum, Frida Theater).

E. Communications—Nancy (see report for full details)

- a. Newsletter edits done by February 20th
- b. Nancy needs photos from the holiday party, and board members.
- c. Board to help Nancy distribute the Newsletter – leave on doorsteps. Nancy to give out maps and assignments.

- d. Newsletter Correction from Winter Edition (2014): The Treasurer's Financial Report reflected the 2013 Budget instead of the 2014 Budget. Correction to be addressed in upcoming Newsletter.
- F. Home Tour—Sandy (see report for more detail)
- a. Floral Park Flags are now for sale at \$50 each. A PayPal account has been added for flag sales.
 - b. Home Tour has 6 houses and 3 gardens!!
 - c. Home Tour Brochures are available.
 - d. Docents being procured. Bev to send a mailing to solicit volunteers.
- G. Social Director/Social Events—Suzee (see report for more detail)
- a. Social Event dates have been selected and added to Master Calendar.
 - b. Suzee wants to start a Supper Club made up of FPNA members patronizing downtown restaurants. This will not be funded by FPNA; members will pay for their own meals. Just a nice way to be social and get to know the local restaurants. First Supper Club slated to be at The Robins' Nest, sometime in April.
- H. Membership Director—Summer & Alex
- a. Membership Mixers are scheduled and added to Master Calendar
 - b. Mixers will be mentioned in the Newsletter to get people excited about attending
 - c. Summer & Alex have been distributing baskets to new residents
 - d. A flyer for a membership drive will go out with PayPal payments available (directly to Rich)
 - e. Rich to report at least bi-weekly to Membership if any membership dues have been paid via PayPal
 - f. Secretary to deliver any membership dues received in mail to Membership Directors who will record the name(s) of the members and the amount contributed. Membership Directors will then forward the funds to Treasurer for deposit.
- I. Parliamentarian – Bev (see attached report)
- a. The By-Laws/Standing Rules Committee (Bev to Chair with Ashley, Wayne, & Julie) will meet to review any necessary changes or updates
 - b. Record Retention Policy updates
 - c. Ad Hoc Committees to be further defined via Article XIII

New Business/Action Items

Bylaw/Operations Review Committee (Bev to Chair, Julie, Wayne, Ashley)

- a. Review and Report Recommendations - Bylaws, Standing Rules, Board Member Positions, Record Retention Policy, Communication Guidelines
- b. To ensure consistency, compliance with 501(c)(3) non-profit status, and recommend ways to improve effectiveness in FPNA operations
- c. Board Members - Email suggestions to Chair (Bev) for Committee to review and consider in carrying out its tasked function
- d. Committee to present written recommendations to Board – 2 months
- e. Questions about current governing documents, present to the Board

Sarah Mae Downie Tree Lighting & Holiday Decorating Contest –

Tabled until next Board Meeting.

Preliminary Review of Historic District/Historic Research/Ad Hoc Committee

Tabled until next Board Meeting.

Brainstorm 2015

Tabled until next Board Meeting.

Upcoming Events

March 1 – New Member Mixer

March 10 – FPNA Board Meeting

March 24 – General Membership Meeting

April 11 – Dumpster Day

April 15 – FPNA Board Meeting

April 25-26 – Floral Park Home Tour

Adjournment @ 9:15pm

Sandy moved to adjourn the meeting. Rich seconded. Meeting was adjourned.