

# FLORAL PARK

**Monthly Board Meeting – Minutes**  
**Monday, September 15, 2014, 7 p.m.**  
**2442 N. Heliotrope (Jeff & Nancy's House)**  
*September 14, 2014 Version*

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<b>Attendees:</b>	Blake Anderson	President		
	Sarah Krutsinger	Co-First VP	Mark Mittmann	Co-First VP
	Darlene Glenn-Wolff	Second VP	Ed Murashie	Parliamentarian
	Joe Magaddino	Treasurer	Kathy Cooper	Secretary
	Nancy Smith	Co-Com. Director	Bev Schauwecker	Co-Com. Director
	Ashley Lawson	Social Director	Erin Suica	Asst. Social Director
	Jeff Smith	Membership Director	Sandy DeAngelis	Home Tour Director

## Call to Order, Approval of Minutes

1. Call to order—by Blake—All Members Present
2. Approved Minutes of August board meeting –Darlene made motion to approve and Sandy seconded the motion
3. Review of tonight's agenda: Anything to add, modify or remove?
  - New Business—Fischer Park

## Old Business

4. Board Meeting Schedule and Locations for 2014. Here are the dates and locations of the 2014 board meetings.
  - October 13—Ed—Kathy NA
  - November 10--Bev
  - December 8 (Transition Meeting)--Sandy
5. Status Report: Ad Hoc North Santa Ana Traffic Committee
  - Jeff—Nothing new
  - Blake—The environment project plan regarding the I-5 /22 Fwy commuter lanes is now under public review.
6. Home and Garden Tour 2015 Planning—Sandy and Bev
  - Sandy is getting quotes to sell Floral Park flags (\$50) to residents during the 2015 home tour .
  - The Home Tour is looking for home volunteers.
7. Website—Nancy/Bev
  - Per communications report:
    - Jessica Carr began sending eblasts effective 9/1/14 and will be in charge of archiving old minutes.
      - The Board agreed to let Jess use her best discretion for the archival process.
      - The Board agreed that EBlast are to be sent to Jess with a “cc” to Nancy who will be the back up.
    - Vi is in charge of the newsletter sponsorship effective 9/22/14
    - Distribution and Grapevine responsibilities belong to Bev
    - Nancy has the newsletter responsibility
    - Julie is taking over the website
    - Alex continues with the signs
  - Blake emphasized the need to post the Board Minutes and Agenda on the website and asked if this could begin in Sept with Aug minutes. Secretary to send to Nancy.
  - There was discussion regarding the posting of the agenda for current month. If it is to be posted on the website Nancy needs it no later than the Friday before the board meeting date. The approved minutes of the prior Board meeting can be posted on the Friday in the same week as the board meeting.
  - There was NO discussion regarding raising the distribution costs to \$.30 per newsletter. Tabled for October
8. Newsletter—Nancy and Bev
  - The next newsletter deadline is November 15.
  - Grapevine Guidelines—Nancy and Bev
    - In June the board asked Nancy and Bev to propose guidelines for posting and editing the recommendations appearing in the Grapevine. The board approved the guidelines in August.
      - The guidelines include an annual end-of-year purge of prior years' recommendations unless otherwise renewed by the recommending Floral Park resident.

- The board directed that the guidelines be posted in the upcoming September and December newsletters and that the neighborhood be asked for feedback. Barring an overwhelming voiced opposition to the annual purge and the board's subsequent reconsideration of the new practice, in January the currently active Grapevine recommendations will be swept clean and a new version of the online Grapevine will build from there.
  - The December hard copy publication of the Grapevine would occur based on all comments accumulated at that point.
  - The Grapevines new process will be mentioned at the GMM Sept 20<sup>th</sup> and Nov 18<sup>th</sup>.
- On a related matter, emails between members of the board have considered other alternative methods for posting/conveying an active online Grapevine. This line item was NOT discussed in Sept. However, ED had a suggestion to using the Business Directory from Wordpress—more discussion and example to be done in Oct.

## 9. FPNA Legacy Award—**Sandy to send summary of the Legacy adhoc Mtg.**

- The board authorized the Legacy Award in late 2013 and early 2014. Legacy Award nominations continued until August 30. An at-large neighborhood resident was selected by the board to sit on the selection committee.

### **Action ITEM—Who is the resident at large?**

**ACTION ITEM:** The selection committee, made up of board members, immediate past board members, past board presidents and one at-large neighborhood resident has not been called yet—pending the outcome of the call for nominees.

- An ad hoc committee formed and met after the August board meeting. Blake's vacation absence and pressing concerns about the lack of an adequate list of nominees prompted the members to meet and draft a game plan. Its recommendations will be presented to the board of its consideration.

## 10. Scholarship and Community Grants Ad Hoc Committee—Sarah & Mark/Ed /Ashley, Darlene, Bev

- The board appointed an ad hoc committee, chaired by Ed, to draft policies and procedures for the standing rules.
- The committee first met on August 13 and has a near consensus recommendation that it brought to the board for its consideration.
- ED provided a summary of the ad hoc meeting and discussed the documents recommended for change.
- Ed made a motion to approve both documents as written—Joe 2<sup>nd</sup> the motion.
  - Ed started with the changes to the Standing Rules pertaining to the First Vice President role. Joe made a motion to split the approval of the two documents and the board approved the Standing Rules changes.
  - Next Ed read through the Scholarship and Sponsorship Rules and Recommendations. As Ed read the documents the board discussed them. There was a lengthy discussion regarding the “ratify” process in the documents. As such another motion was made by Joe to strike the term ‘ratify’ from the documents.
    - This discussion is whether the general membership should ratify the individual scholarships and charities or we should allow the committee and Board to confirm the winners of the scholarships.
    - The Board discussed the pros and cons of general members' ratification in order to keep them involved and for consistent transparency of FPNA spending.
    - The Board agreed not to have the scholarship approval at the same meeting the winners are announced.
    - ‘A vote was taken and with 6 in favor and 3 against; the motion passed with the term “ratify” deleted from the Scholarship and Sponsorship Rules and Recommendations document or both svholarships and charities.
- **Action Item:** ED will re-write the standing rules based on tonight's actions. He will also re-work the sponsorship rules and recommendations documents.

## 11. Improvements to the existing fence on North Park where it meets Broadway—Darlene

- No Update—no response from City.
- The neighborhood perimeter at Broadway and North Park is a combination of a black iron fence, shrubs and Italian Cypress. Part is City property. Part is private property. In June the board agreed in concept to funding repairs or improvements to the fence. The board asked Darlene to discuss options with the City and to seek prices for the project.
- No Update from City--Plantings in this area—including Broadway and Santa Clara were significantly disrupted and destroyed by the water main and road improvement conducted during the spring and summer.

## 12. 2014 Election Procedures—Blake

- This is the first year that we begin electing the five principal officers to alternating two-year terms. To establish the alternating cycle, President, 2<sup>nd</sup> VP and Secretary will be elected to one-year terms in 2014. 1<sup>st</sup> VP, and Treasurer will be elected to two-year terms in 2014 and then in even-numbered years thereafter. In 2015, President, 2<sup>nd</sup> VP

and Secretary will be elected to two-year terms and then in odd-numbered years thereafter. The five director positions will remain one-year terms.

ED, DARLENE, SANDY, AND BEV HAVE STATED THEIR INTENTIONS TO RUN FOR THE BOARD AGAIN.

- ALL OTHER EXISTING BOARD MEMBERS HAVE DECLINED TO RUN AGAIN
- A slate of officers shall be introduced and nominations will be accepted from the floor at the November 18 General Meeting. A ballot will be created and mailed to every Floral Park residence. Completed ballots must be mailed in its prepaid envelope to the FPNA PO Box within 10 days.
- The FPNA President, with concurrence of the Board, appoints an independent 3-member election committee. The committee will create, mail and receive the ballots, tabulate them at a time and place open to all members of the Association, and announce the results.
- The existing and newly elected board members will meet on December 8 for a board transition meeting. The newly elected board members will assume their new positions at that time.
- At the August board meeting the board directed Blake to propose the 3-member election committee and to convey the list to the board via email for its consideration.

**Action Item:** Blake has just returned from vacation he has not yet proposed a committee.

### 13. Board Communications/Discretionary Expenditures/A Bit of Board Maintenance

- After a lengthy discussion regarding discretionary authority for the Board members of the Board agreed to have better communication between each other.
- Last month's decision regarding additional postage permit was considered a "LESSON LEARNED" for the Board and time to focus on better communication between each other and our individual job responsibilities..

## New Business

### 14. Proposed 2015 Budget—Joe

**Action Item:** Each board director to provide detailed changes to their section of the FPNA budget recommendations Joe has provided before the October 13<sup>th</sup> meeting. The budget will be discussed in more detail at this time.

- Joe provided a first draft of the 2015 budget.
  - The budget includes a \$455 increase in income and a reduction in expenditures of \$1,350. The spreadsheet compares 2013, 2014 and 2015 budgets and includes 2014 expenditures YTD.
  - We kept the charities/scholarship funds at the 2014 level (\$8,500).
    - As Joe reported earlier, a 15% earmark of home tour net revenues is \$5,000, so we have budgeted an additional \$3,500 or a total of 28% of home tour net revenue.
    - The last two years, we have awarded \$6,000 in scholarships with \$1,000 as a pass through donation.

### 15. Mills Act

- The Board agreed to send out the Mills Act flyers and Fall Concert flyers via EBlast.

### 16. Fisher Park

- Darlene shared with the Board that a young college student was attacked at the park on Friday 9/12 and there is a lot of concern among the West Floral Park residents who are trying to get the SAPD to do more patrolling at night time. Darlene contacted the Park and Rec dept to ensure the park lights are on at night—they are a low wattage so not to bother residents.

### 17. Asphalt?

- Blake received an inquiry from a resident of Wilshire Square about whether or not the City has plans to replace concrete streets with asphalt. One of the concrete streets in Wilshire Square is about to be replaced with asphalt according to the resident.
  - Darlene stated Floral Park is not eligible to any State and Federal monies for street repairs based on the City's repair assessment
  - City of SA is sensitive to asphalt Vs concrete and will ask house to house in Wilshire district what they want per Darlene.

## Board Reports/Other Business (including written reports, as appropriate)

### A. President—Blake

### B. 1<sup>st</sup> VP/Sponsorship—Sarah and Mark

- a. Sarah sent out the 2015 scholarship applications to all English teacher in SAUSD. This is much earlier time than before.

### C. 2<sup>nd</sup> VP/Beautification—Darlene

- a. There is a Beautification mtg on Sunday 9/21/14.
- b. The Sarah Mae Downie Rock has been delivered and set in the park.

- D. Treasurer—Joe
  - a. Provided a heads up that Board should consider moving \$15K from operating account to savings. This to be discussed at the Nov meeting
- E. Secretary—Kathy
  - a. Kathy NA for the OCT meeting. Need volunteer?
  - b. Who will help with archive minutes?—Jessica Carr
  - c. Will submit document to PO for doing online renewals of PO Box
- F. Communications—Nancy and Bev
  - a. Jess will help with archiving both current and old minutes. She can use her best judgment regarding the archival process/
  - b. Jess will be responsible for EBlasts with Nancy as back up.
  - c. Current years minutes to be posted on website
- G. Home Tour—Sandy—nothing to add
- H. Social Director/Social Events—Ashley and Erin
  - a. Sept 20<sup>th</sup> Fall Concert
  - b. Oct 25<sup>th</sup> Chili Concert
  - c. December Holiday party in need of volunteers
  - d. Thank You to all Social Committee volunteers this year—they were excellent.
- I. Membership Director—Jeff—Neighborhood Mixer is Oct 5<sup>th</sup>—bring goodies. Approx. \$10,860 membership income this year.
- J. Parliamentarian—Ed—A
  - asked to have EBlast for the Wed Com-Link Mayoral Debate and Forum –so done.

**Upcoming Events** (*Any Changes in dates or times?*)

Sept 20—FPNA Fall Concert (includes brief General Membership Meeting just prior to start at 4:45pm, 5-8pm)

Oct 5—FPNA Mixer

Oct 25—FPNA Chili Cook-off and Block Party

Nov 18—General Membership Meeting/Election of Officers for 2015, Rancho Santiago College Board Room, 7pm

Dec 13—FPNA Holiday Party/Inaugural Presentations of FPNA Legacy Awards, 3-7pm

**Adjournment**

- Motion to adjourn meeting to October 13 at Ed's house