



FPNA Board Meeting Minutes
Tuesday, October 8, 2024
902 Riveria Dr. (Allyson Thompson's Home)

Board Members:

President	Craig Kalthoff-Patti
First President (Sponsorship)	Stephanie Miles
Co-Second Vice President	Chris Switzer
Co-Second Vice President	Beth Hoffman
Secretary	Britiny Cecil
Treasurer	Peter Christoffersen
Parliamentarian	Julie Humphreys
Co-Communications Director	Jessica Carr
Co-Communications Director	Mason Nakamura
Social Director	Allyson Thompson
Co-Membership Director	Kevin Shuler
Co-Membership Director	Chris Rosas
Home Tour Director	Sandy DeAngelis

The **October FPNA Board Meeting** was called to order at 7:00 p.m. on October 8, 2024, at the home of the Social Director, Allyson Thompson. The above Directors attended, with the exception of Julie Humphreys, Mason Nakamura, and Chris Rosas. As the minimum number of Directors were present to constitute a quorum, we proceeded.

A Motion to approve September 10, 2024, FPNA Board Meeting Minutes was made by Peter Christoffersen and seconded by Jessica Carr. The Motion passed by unanimous vote.

Board Reports:

The *Compendium of Board Reports*, prepared and submitted to the President prior to the Board Meeting was uploaded to the website. **A Montion to approve the Board Reports** was made by Jessica Carr and seconded by Peter Christoffersen. The Motion passed by unanimous vote.

Old Business

2025 Budget Review/Discussion:

Peter Christoffersen presented the proposed 2025 budget, pending approval at the General Meeting held on November 14th. The 2025 budget includes a one-time increase of the Home Tour funds distribution to 30%; to allow an increase in the scholarship budget to \$36,000.

Peter Christoffersen made a Motion to include a one-time increase of the Home Tour funds distribution from 15% to 30% for the Scholarship budget. Seconded by Sandy DeAngelis, approved by all.

Questions were brought up regarding the Care and Compassion budget and what the funds are specifically for; the thought is to have Care and Compassion focus on a standard format of donation amounts per life events (i.e. baby or death). Block Captains can be the eyes and ears of what is going on in the neighborhood, but a committee will be created to execute the donations. **Peter Christoffersen made a Motion** for the Board to approve the 2025 Budget. Seconded by Chris Switzer, approved by all.

The Chili Cookoff will be removed from the 2024 Social calendar, as the event will not be happening this year.

Treasurers Report:

A donation was given to the Assistance League, they were very thankful for the generous donation. FPNA had a strong September with good revenue and resulting in a good financial position. **Peter Christoffersen made a Motion** to approve the 2024 September Financials. Seconded by Jessica Carr, approved by all.

September General Meeting Review:

Craig Kalthoff-Patti stated that overall, the General Meeting went well, it was very well attended, with around 52 attendees. The feedback from the neighbors was that it was open and enjoyable.

The Board discussed how to bring in more neighborhood attendees, one thought would be to have the General Meetings at the same location, this may help bring more attendees and possibly sponsoring a dessert. Another thought was to have a topic of discussion to draw in neighbors and to have it more of a conversation and less serious. Chris Switzer came up with the idea of hosting a social hour 30 minutes prior to the meeting with drinks. All were in agreement to start the social hour at 6:30 and start the general meeting at 7:00pm.

Attachment A, included in minutes, was discussed. A main topic of concern for the neighborhood is traffic. Craig Kalthoff-Patti will sit down with Jeff Katz, the previous FPNA President, to see what has been done with the city in the past. Jessica Carr brought up the importance of educating the public on what has been discussed and done in the past regarding traffic issues, as this has been an ongoing concern for years. Chris Switzer offered the idea to present a new committee to the neighbors at the next general meeting. This way the neighbors can get involved and help with the traffic concerns.

During the general meeting there were requests for more neighborhood night outs, more kid/family friendly events, and events with adjoining neighborhoods.

Chris Switzer and Beth Hoffman were persistent with the city and were able to get Caltrans to clean up the exit off Broadway. There is still more to be done, and they are going to reach out to Jessie Lopez to see if she can get the trees trimmed and the rest of the trash cleaned up.

It was decided that the cost of \$86,000 to add the crowns on the existing streetlights would be better spent towards cleaning up and painting the existing streetlights, along with adding streetlights to Jefferson St. and 18th St. Both blocks are part of the Floral Park Neighborhood, and it would help bring those streets into the neighborhood. Craig Kalthoff-Patti will speak with the city about adding streetlights to Jefferson and 18th St.

Communications Update:

Jessica Carr informed the Board of an Eblast template that has been created for the Board to fill out when they would like an Eblast sent out, this will help the communications team know what needs to be on the Eblast. The form will need to be filled out along with a narrative; this will help streamline the process and get information out timely.

Chris Switzer will help send out the Eblasts for the Board Meetings and General Meetings.

Signs for events have been automated, Board Members can go onto the website to propose what they want, the signs will be created and delivered. It is the Board Members responsibility to put the signs out for their events. It was brought up that the signs are too small to read from a car and need to be bigger. Jessica Carr will work on making the signs bigger.

Jessica Carr asked to host a neighborhood night out for her father's movie. It will be at the Frida on December 5th, Allyson Thompson will work with Jessica Carr to coordinate the neighborhood night out event.

The storage unit needs to be cleaned out and organized and the keys need to be redistributed so Board Members have the keys. There can only be three keys. If anyone needs access to the storage unit, they will need to borrow from one of the key holders.

Craig will send out an email to coordinate a day and time to go clean out and organize the storage unit.

Allyson Thompson volunteered Social to start putting their own event equipment out.

New Business

Membership Drive:

The membership drive will be held in November. Flags will be posted up in the neighborhood to show how we are doing with donations. A letter will be going out to the neighbors who donated last year but have not donated yet this year.

Committee Membership Status Review:

There are a few new subcommittees and per the bylaws, a Chair and at least two members need to be on the committee to be compliant. The new committees are listed below:

- Traffic Committee: this new committee will be brought up at the General Meeting.
- Historical Resource: Compliant
- Care and Compassion: Need people, this is on hold for now, until it is better defined. **Sandy DeAngelis made a Motion** to table Care and Compassion for a year, until June 2025. Seconded by Peter Christoffersen, approved by all.
- Legacy Committee: Compliant, would love to have more join. There are plaques that were previously approved to be put on the pathway in the Sarah May Downie Herb Garden. These plaques are to recognize people that contribute to the neighborhood. The installation was put on hold due to a complaint of it being a tripping hazard. **Sandy DeAngelis made a Motion** to move forward with what was previously approved by the Board. Seconded by Jessica Carr, approved by all, except Peter Christoffersen, who abstained. Chris Switzer noted that the city is going to redo the ground to make it level again, this will help reduce any tripping hazards.
- Arts and Culture: There is a Chair, but no committee members. This committee is currently not compliant, according to the bylaws. Allyson Thompson will reach out to Jeff Katz and ask for the committee members' names to bring this committee to compliance.
- Neighborhood Night Out: A Chair Member is needed, there are two members of this committee.

Craig Kalthoff-Patti would like an Eblast sent out about the committees and which ones need members. Sandy DeAngelis will put a list together for Craig Kalthoff-Patti. It was brought up that a few other committees are needed: Holiday Decorations, Family Friendly Groups, and Families of Floral Park. Each committee will need to be defined before it is created.

Event Set-up/Take down issue:

Sandy DeAngelis would like to ask that FPNA start paying for a team to take-down after a Floral Park event. Mike Silva would oversee the group. Floral Park volunteers want to enjoy the event after setting up. Sandy DeAngelis will look into costs and present it to the Board.

Allyson Thompson made a motion to approve a Take-Down Committee. Seconded by Chris Switzer, approved by all. The take-down committee will be responsible for Home Tour and Social Events. Allyson Thompson and Sandy DeAngelis will put together a list of events and pricing.

Santa Ana High School/ Rose Parade Invitation:

The Santa Ana High School has been invited to be in the Rose Parade. **Peter Christoffersen made a motion** to make a one-time donation of \$2,500 to the Santa Ana High School Band to attend the Rose Parade. Seconded by Allyson Thompson, approved by all.

Sand DeAngelis made a motion to let neighbors know about the Rose Parade invitation and ask if anyone would like to donate a minimum of \$100. Seconded by Chris Switzer, approved by all.

Peter Christoffersen made a motion to approve \$2,000 to be moved into account 5624 so the donation can happen. Seconded by Sandy DeAngelis, approved by all. The goal is to raise \$18,000.

November 14th General Meeting Agenda/Discussion:

There will be a social hour from 6:30-7:00pm and the General Meeting will start at 7:00pm The agenda will include: Members of the neighborhood to approve the 2025 budget, new committees, and which ones need a Chair/members. A thought is to bring in a few of the Santa Ana High School Band members, they can come in to start the meeting and let the neighborhood know how they can donate.

It was decided to have a short, one hour, Board Meeting on November 12th at Angel Barnes' home.

Craig Kalthoff-Patti brought up the importance of having the Board Reports turned in timely so they can be posted to the website before the Board Meeting. The ask is to have the Board Reports submitted by Friday at noon, before the next meeting. Craig Kalthoff-Patti will send out a reminder on the Monday before.

Sandy DeAngelis presented the new Home Tour brochure, which was created by Denise Silva. It is ready to be distributed to homes who can be on the Home Tour: Ross St., Victoria St., and Santa Clara St.

The next board meeting on November 12th will be at Angel Barnes' home. The next General Meeting for budget approval will be held November 14, 2024, at 6:30pm at the Assistance League of Santa Ana.

A **Motion to Adjourn** at 8:44 p.m. was made by Peter Christoffersen and seconded by Beth Hoffman. All were in favor.

2024 Calendar of FPNA Events:

Tuesday, October 29th

Walk of Frights

Saturday, December 14th Holiday Event

December (TBD) Walk of Lights

Board Meetings

Tuesday, November 12th Angel Barnes Home

General Meetings

Thursday, November 14th Assistance League of Santa Ana (Budget)

2025 Calendar of FPNA Events:

Saturday, April 19th Opening Night Gala

Saturday & Sunday, April 26 & 27 Home Tour

Saturday, May 3rd Sock Hop (Floral Park and West Floral Park)

Saturday, June 28th Freedom Fest

Saturday, October 4th Fall Concert

Saturday, December 13th Holiday Event

ATTACHMENT A:

Prepared by: Peter Christoffersen



Finance Committee Meeting September 17th: Committee comments and suggestions:

- o Prepare for cost increases Insurance, Professional Fees, Storage, Services**
- o Consider more dollars per scholarship**
- o What amount are other Santa Ana Non-Profits Scholarship amounts awarded?**
- o Recommend Treasurer take over billing for Newsletter/Gazette Sponsors going forward**
- o Reinforce vendor payments by check or Bank Debit Card only**

Opportunity to support Santa Ana High School Band – Invited to 2025 Rose Parade.

SAHS Rose Parade Estimate

Uniforms - \$236 each (76 students) = \$17,936

Disneyland - ~\$200 = \$15,200

+ Transportation (2 busses each trip)

Event 1 - Band Fest at Pasadena City College

Event 2 - Performance at Disneyland

Event 3 - Rose Parade

Above are the anticipated expenses for the Santa Ana High School Band

General Meeting Survey/Project Ideas Discussed – Identify Next Steps & 2025 Budget Impact

· Board discussion defining Top Items

- o Traffic – Speed, Flow through Neighborhood, Santa Clara Back-ups, More Police presence, traffic buttons at Ross & Santa Clara, Crosswalks with better markings**
- o Street Lights – Clean, Historical Update, Add to new areas**
- o Cleanliness – Broadway/Santa Clara area, planting, signage, litter**
- o Projects – Neighborhood, Support of Community,**
- o Paving – Streets concrete vs asphalt, better sidewalk repairs, not asphalt painted gray**
- o Trees – More frequent pruning of City trees, complete tree planting**
- o Social Events – International Food Fair, More Neighborhood Nights Out, Joint events with adjoining Neighborhoods, OCSA Performances, More family oriented and kid's events, more open Community tables at events,**
- o Holiday Decorations – Street light decorations – festive ribbons and decorations**