



## **Minutes of the Board of Directors Meeting**

### **March 10, 2015**

Rick Rausch called the meeting to order at 7:00 pm.

**Board Members Present:** Rick Rausch, Robert Jones, Claire Leaman, Karl Hjerpe, Dee DeCarlo, Diane Gonzalez, Anne Giffels, Chris Nelson, and David Pfendler

**Others present:** Leslie Wolfe, Tom Leibig, Dar Johnson, Lynn Smith, Diane Sokolofski, Diane Fitzgerald, and Alan Lougee.

The meeting agenda was offered and moved for approval by Diane Gonzalez, seconded by Dorothy “Dee” DeCarlo, motion passed unanimously.

Guest speaker Diane Fitzgerald, with Diane Sokolofski, made a presentation to the Board regarding the Old Town Times newsletter. They explained the process for developing, writing, reviewing, and publishing the bi-monthly newsletter. Board members received copies of the editorial plan and history of the publication.

The first order of business was the approval of Minutes for the February 10, 2015 meeting. Motioned by Karl Hjerpe, seconded by Robert Jones, motion passed unanimously.

Rick Rausch had no President’s Report.

Claire Leaman presented the Treasurer’s Report. See attached. She explained to new members of the Board that finances for the Old Town Art Fair will not be consistent for the foreseeable future. Art Fair money goes out before the event; while the majority of funds are raised at the fair. Claire will point out any items that are not “usual.” If anyone has questions about specific items she will be available to explain them as raised.

Standing Committee Reports:

Claire Leaman presented the Art Fair report. Linda Saindon created a three page summary which was presented to each Board Member. All committee chair positions have been filled. Things are on track but there are time pressures, as deadlines are approaching. Volunteers are still needed. The Art Fair Committee is using Basecamp software to create a historical record.

Dee DeCarlo is the Chair for the First Sight Gala. She explained that she was in conversation with Binny's about using their tasting room (the former Smith & Hawken space). The space requested would be donation. There are two options available: either the Friday night, June 5<sup>th</sup>, or Sunday afternoon, June 7<sup>th</sup>. Questions were raised about the need to be out by a certain time and potential ticket prices.

Dar Johnson was introduced as the Art Fair Vice-Chair. She encouraged the use of the Basecamp program for all Old Town Art Fair information.

Chris Huff was not able to attend but sent Capital Improvements Committee info. Rick Rausch talked about the window replacement options for the building. Diane Gonzalez asked for a statement. She pointed out that neighbors have been refused the right to use aluminum clad. She said that the Old Town Triangle Association should set the standard. Other OTTA members in attendance vouched to that fact saying they had been denied the ability of using aluminum cladding.

Karl Hjerpe, Chair of the Historic District/Planning and Zoning Committee said that the committee is likely to vote against approving aluminum clad windows. It is a significant building and need to set a standard. Discussion followed on possible options regarding first floor windows vs. those on upper floors. Karl further explained the process for any renovations to landmark buildings.

The HD/P&Z Committee is meeting next week and will discuss at that time.

Gallery Committee: Leslie Wolfe pointed out the current exhibition is by the late Nancy Heggemeier. Nancy was a yoga instructor and art school student at Old Town for many years. She passed away early, just over a year ago. The reception for the opening of the show was well attended.

Events Committee: Anne Giffels reminded everyone that the candidates in the two wards facing run-offs would be at the Triangle for debates on March 19, 2015. Chris Huff will moderate one and there is another resident who will serve as the moderator for the other.

There is a concept for a spring event. And a number of ideas for future one-night affairs are being considered.

Grants Committee: Diane Gonzalez said that the Grants Committee will meet for the first time tomorrow. Three applications have already been received. The deadline for submission is April 1, 2015.

Zoning Committee: Karl Hjerpe brought up the 227 W Menomonee building. The City turned down the request submitted by the owner. Several OTTA members attended the hearing as private citizens.

Communications Committee: Anne Giffels said she has just begun working with the committee on the budget and will have a report for the next meeting.

Membership Committee: Chris Nelson is working on getting a committee together and will report at the next meeting.

Neighborhood Improvements Committee: Robert Jones said there was no February meeting. The next meeting is coming up. The committee is pretty well set.

Rick Rausch requested that a special mention be made in the next EMMA asking for volunteers.

Old Business:

Subcommittee members listing has been updated.

Conflict of Interest Policy. Technical changes were made and signatures are needed. All Board Members will sign and submit to Leslie Wolfe.

Leslie Wolfe brought up a request to use a room for an event. The Board discussed allowing the use of space for fundraising activities by not for profits. The current policy is to charge anyone who uses a space. Would there be a different consideration for groups who are grant awardees? Chris Nelson moved to allow Friends of Lincoln School to allow their charge for the space to be deducted from their (potential) grant. David Pfendler seconded and the motion passed unanimously. Further discussion on the policy continued. It was agreed that the current policy would be sent to the Board to review for the next meeting. Friends of Lincoln must apply for a grant.

8:30 Robert Jones motioned to adjourn, Dee DeCarlo seconded the motion. It carried unanimously.

Respectfully Submitted,

Karl A. Hjerpe

Secretary

	last month	YTD (7 mo)	Approved	
	Feb '15	Aug '14 - Feb '15	Annual Budget	<u>month notes</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
001 · Association Revenue	5,431.55	8,832.38	14,100.00	mostly rent
019 · Program Revenue	9,884.78	42,667.33	59,950.00	2k membership dues, 7k tuition
200 · Neighborhood Improvement (Parks/parkwa	0.00	270.00	300.00	
250 · Fund Rais ing Events	0.00	225.00	27,000.00	1st Site Gala
330 · Art Fair Revenues (Art Fair Master Account	59,290.18	82,734.05	374,250.00	58k artist booth fees (of about 140k)
<b>Total Income</b>	<b>74,606.51</b>	<b>134,728.76</b>	<b>475,600.00</b>	
<b>Gross Profit</b>	<b>74,606.51</b>	<b>134,728.76</b>	<b>475,600.00</b>	
<b>Expense</b>				
060 · Association Expenses	7,166.29	54,091.98	98,075.00	6k salaries
050 · Occupancy Expenses	1,497.41	15,077.03	69,900.00	condo fees, maintenance
040 · Program Expenses	7,397.47	38,905.04	64,985.00	newsletter 2.2k, instructors 4k
230 · Neighborhood Improvements	661.20	11,531.09	49,100.00	mostly trash can maint (pick-up)
270 · Fund Rais ing Event Expenses	0.00	0.00	12,000.00	
300 · Art Fair Expenses	1,150.00	8,784.09	115,550.00	2 booth refunds
090 · Contributions Expenses (Grants given)	0.00	0.00	95,990.00	
<b>Total Expense</b>	<b>17,872.37</b>	<b>128,389.23</b>	<b>505,600.00</b>	
<b>Net Ordinary Income</b>	<b>56,734.14</b>	<b>6,339.53</b>	<b>-30,000.00</b>	
<b>Net Income</b>	<b>56,734.14</b>	<b>6,339.53</b>	<b>-30,000.00</b>	30k planned overspend for Cap Improv's