



Minutes of the Board of Directors Meeting **February 12, 2019**

Karen Pfendler called the meeting to order at 7:07 pm. A quorum was present.

Members Present: Karen Pfendler, Lynn Smith, Shannon Waterfield, Shelly Murphy, Sachi Kubo, Jordan Matyas, Chris Nelson, Alan Lougee, Darius Tandon

Members Absent: Robert Jones, Ed Sokolofski

Others Present: Barb Guttman

- **Approval of Minutes:** The Chair stated that the December 12, 2018 minutes were lost in a computer failure, so they would be ready for approval at the March 12, 2019 Board Meeting. Shannon Waterfield moved to accept the Annual Member's Meeting Minutes into the record...Alan Lougee 2nded, motion was approved.
- **Treasurer's Report:** Ed Sokolofski, our new treasurer, was away on business...December and January financial reports will be sent out prior to the March Board Meeting.

Resolution to Establish the 2019 Old Town Triangle Association's **Regular Working Committees & Chairs:**

Whereas, The Old Town Triangle Association has identified organizational Goals to achieve in pursuit of fulfilling its Mission Statement, some of which are to:

- Preserve the Architectural and historical integrity of buildings in the Triangle by supporting /enforcing the Landmark Guidelines for the Old Town Triangle
- Develop and maintain the physical environment of the Triangle, including improvement of open spaces, green areas, sidewalks, and parkways.
- Promote cultural enrichment in the Triangle.
- Encourage social interaction and involvement in the Triangle among neighbors.
- Maintain a record of *OTTA* activities, decisions, and events as mandated by our 501 (c) (3) status to serve as a history of the Old Town Triangle Association for future generations and as a reference for current residents and board members.

Be It Resolved: Pursuant to **Article VII, Section 1**, of the corporation's Bylaws, the Board of Directors hereby creates the following Committees of the Association for the year 2018:

1. **HD/PZ:** Chair Jordan Matyas
2. **Neighborhood Improvement Committee:** Shannon Waterfield
3. **Grants:** Chair Robert Jones
4. **Art Fair:** Chair Lynn Smith with Sasha Mayoras as Vice Chair
5. **Community Relations:** Darius Tandon
6. **Events Committee:** Chair Shelly Murphy
7. **Membership/Communications Committee:** Co-Chairs Sachi Kobu & Chris Nelson
8. **Finance Committee:** Chair Ed Sokolofski, with Robert Jones & Alan Lougee committee members

The above listed committees shall assist the Board of Directors in the management of the business of the Association as it pertains to the Mission Statement of the Association and of the goals of each of the established Committees.

Be It Also Resolved:

- ✓The **OTTA Capital Improvements Manager & Board Rep to the NPMCA** will be **Alan Lougee**.
- ✓The **OTTA Archivist** will be **David Pfendler**.
- ✓The **Treasurer, A & O Director, President, & 1st VP** will be authorized as check signers for OTTA with two signatures required for checks.

(It was agreed by the Chair to remove oversight of the OTAF web as part of the responsibility of Communications; it was also agreed by the Chair to add Lynn Smith to Darius Tandon & Jordan Matyas' LaSalle soccer field committee and to remove Chris Nelson from the committee.)

Alan Lougee moved to approve the 2019 Resolution for Committee Formation, Committee Chairs, authorized check signers, and the OTTA Archivist & Capital Improvements Manager... Chris Nelson 2nded, there was unanimous approval.

COMMITTEE REPORT:

Art Fair: Lynn Smith: Goose Island is going to be a sponsor again; First Site is still looking for some big auction items; targeting March 1st to get the Friends of the Fair letters and email sent out; artist applications were budgeted for \$23,000—they made \$26,000 (\$3,000 more than budgeted)...last year we were at \$22,000!; final jurying happened in January; they are going to change the booth sitting process to allow artists to have more than just one opportunity to use the restrooms by calling in directly for a break.

- **Arts & Operations Director's Report: Barb Guttmann:** Everything is set for gallery exhibits for the year...in May, there will be another short 3 day exhibit of LaSalle Schools' student art; in June and July we will have an OTTA art students' exhibit; in August & September we'll have an instructors exhibit; next January we're going to do an artists from Old Town exhibit...Norman Baugher, Sherwood Snyder, Sandra Holubow, Darlene Fahrenkrog to name just a few;
- **President's Remarks:** We are still waiting for the final paper work regarding the 1848 garage issue; we will most likely need an executive session when it comes time to take the next step—we'll have 35 days from the date the decision is printed.

Unfinished Business: None

New Business: Still need 2 more electrical bids for the lighting project...Alan will follow up with Laurie Miller on the overall lighting project. Shannon moved to order the lights...Chris 2nded...all yeses...must go forward with the plaque voted on by membership; the Board wished Shelly a Happy Birthday!

Adjournment: Chris Nelson moved to adjourn... Jordan Matyas 2nd meeting adjourned @ 8:10 P.M.

Respectively Submitted,

Shannon Waterfield
OTTA Secretary

	Dec 18	Aug - Dec 18	Annual Budget
Ordinary Income/Expense			
Income			
Restricted Donations (Suzanne Flavin Scholarship Funds)	0.00	-206.25	0.00
001 - Association Revenue	1,232.39	5,156.96	14,150.00
019 - Program Revenue	4,285.00	25,675.75	59,750.00
250 - Fund Raising Events	0.00	1,130.00	27,000.00
330 - Art Fair Revenues (Art Fair Master Account)	15,270.00	33,605.00	423,900.00
Total Income	20,787.39	65,361.46	524,800.00
Gross Profit	20,787.39	65,361.46	524,800.00
Expense			
244 - Ogden (Wisconsin) Plaza (Ogden Plaza - between Wisconsin & Lincoln)	-6,181.00	1,223.00	
66900 - Reconciliation Discrepancies (Discrepancies between bank statements and company records)	0.00	0.04	0.00
060 - Association Expenses	8,420.28	41,591.88	98,490.00
050 - Occupancy Expenses	5,159.84	23,409.67	39,330.00
040 - Program Expenses	5,664.99	26,887.09	83,080.00
230 - Neighborhood Improvements	682.87	9,445.84	63,800.00
270 - Fund Raising Event Expenses	0.00	500.00	12,000.00
300 - Art Fair Expenses	57.50	3,790.65	112,900.00
090 - Contributions Expenses	0.00	0.00	115,200.00
Total Expense	13,804.48	106,848.17	524,800.00
Net Ordinary Income	6,982.91	-41,486.71	0.00
Other Income/Expense			
Other Expense			
127 - Capital Improvements to OTTA	0.00	5,412.00	0.00
Total Other Expense	0.00	5,412.00	0.00
Net Other Income	0.00	-5,412.00	0.00
Net Income	6,982.91	-46,898.71	0.00

	Jan 19	Aug '18 - Jan 19	Annual Budget
Ordinary Income/Expense			
Income			
Restricted Donations (Suzanne Flavin Scholarship Funds)	0.00	-206.25	0.00
001 - Association Revenue	875.43	6,032.39	14,150.00
019 - Program Revenue	8,400.00	34,075.75	59,750.00
250 - Fund Raising Events	0.00	1,130.00	27,000.00
330 - Art Fair Revenues (Art Fair Master Account)	25,995.00	59,600.00	423,900.00
Total Income	35,270.43	100,631.89	524,800.00
Gross Profit	35,270.43	100,631.89	524,800.00
Expense			
244 - Ogden (Wisconsin) Plaza (Ogden Plaza - between Wisconsin & Lincoln)	4,781.00	6,004.00	
66900 - Reconciliation Discrepancies (Discrepancies between bank statements and company records)	0.00	0.04	0.00
060 - Association Expenses	8,907.09	50,498.97	98,490.00
050 - Occupancy Expenses	2,269.37	25,679.04	39,330.00
040 - Program Expenses	3,076.24	29,963.33	83,080.00
230 - Neighborhood Improvements	1,328.10	10,773.94	63,800.00
270 - Fund Raising Event Expenses	0.00	500.00	12,000.00
300 - Art Fair Expenses	3,980.33	7,770.98	112,900.00
090 - Contributions Expenses	0.00	0.00	115,200.00
Total Expense	24,342.13	131,190.30	524,800.00
Net Ordinary Income	10,928.30	-30,558.41	0.00
Other Income/Expense			
Other Expense			
127 - Capital Improvements to OTTA	0.00	5,412.00	0.00
Total Other Expense	0.00	5,412.00	0.00
Net Other Income	0.00	-5,412.00	0.00
Net Income	10,928.30	-35,970.41	0.00