Minutes of the OTTA Board of Directors Meeting August 9, 2022

Board Members Present:

Dee DeCarlo, Brad Neuman, Anne Giffels, Dave Montgomery, Alan Lougee, Chris Nelson, Carly Jenkins, Elaine Frei

Absent: Zac Bleicher, Marya Lucas, Steve Nichols

Others Present:

Diane Fitzgerald, Shel Beugen, Paul Kendrick, John Engman

Meeting called to order at 7:00PM.

Approval of Minutes:

Minutes approved with corrections.

Discussion with John Engman, thought Partner from Compass

John Engman from Compass agreed to meet with the board to discuss how to approach our strategic planning process.

John provided the Board an overview of what the process could look like, how the stages progress and potential timing.

Our first step if we decide to move forward is to "plan for the plan"; put a plan into motion for creating the strategic plan. Initial phase would take about 4 weeks, overall strategic plan would take about 6 months.

Board members asked many questions about the plan, how we would approach the process, and who could/should be involved.

There was also discussion about ensuring this process and plan would continue to be implemented as new Board members joined at the end of Jan. 2023.

John did stress this work would be above and beyond our regular would and would require an additional 2-3 hours/week from each member

The need for a Planning Committee to steer the process and interact with John was also discussed.

Board would discuss next steps under New Business.

Paul Kendrick, candidate for interim alderman (43rd Ward) was introduced.

Treasurer's Report by Brad:

August 2022 Financial Report:

One surprise since July's financials – NIC \$7,500 expense which took the actuals over plan.

Full FY23 budget will be distributed to membership in the September newsletter.

Accessibility Report by Marya:

No report.

Art Fair Report by Anne:

Planning for next year has begun.
Exhibitor Committee setting up online applications
Contract negotiations with Inspired Catering will be happening

Communications Report by Chris:

Reminder of Aug 22 deadline for submission of content for Sept. newsletter. OTTA website re-fresh will be commencing soon.

Community Safety Report by Dave:

Last meeting was July 22

Committee looking into viability of Block Clubs (working with 18th district)

Next meeting August 19, 4pm

Anne mentioned some discussion from the last CAPS meeting about need for more clarity about cameras, in general.

Events by Carly:

Oktoberfest is back this year. Sept. 17 4-8pm

Volunteers are needed to help with the event.

Looking for an "oompah" band, if anyone knows of someone or a group that could work, contact Carly or Kathy Clark.

HDPZ Report by Zac:

Zac was absent but Dee read Zac's report:

For the HDPZ update, I was going to announce that at next week's committee meeting on Tuesday 8/16 at 6:30pm there will be a presentation by Sara Barnes, the zoning attorney representing Kevin Vaughan, who intends to build out a new restaurant at 1617 N. Wells (formerly Wells on Wells). If you are interested in learning more, asking questions, and providing comments, please feel free to attend that meeting next Tuesday, at the Triangle (hopefully I am able to be there by then). The presentation will start first before other HDPZ business is discussed, and it's okay if you want to leave after the presentation.

Membership by Elaine

Elaine looking for Committee members to help implement her ideas for gaining members.

Neighborhood Improvements Report by Alan:

Brick sidewalk on Menomonee between Wells and Clark will be replaced soon. Looking into upgrading garbage cans and relocating some (one by OTTA building, in particular)

A&O report by Barb

We have a full class list for Art School for Fall. First time since Jan 2020.

Gallery Committee met. Decided to ask for \$25 application fee (\$15 for members) for Gallery shows.

Lincoln Park Art night is in the works. Leslie Wolfe Gallery will participate with other Galleries in Lincoln Park. Trolley shuttle will be provided. Hoping for event in October. Photo Committee of Art Fair will be putting on a fun gallery show, highlighting all the great images captured from the Art Fair.

New Business:

Brief discussion of filling Interim Aldermanic position (no board action, just general discussion)

Chris made a motion to engage with John Engman to start our strategic planning process and develop a planning committee

Motion was 2nd by Brad

Motion passed unanimously

Nominating Committee

Candidates were suggested by Board members:

Karl Hjerpe

Carolyn Armenta Davis

Darius Tandon

Chris Nelson

Annette Majors

Anne moved to approve Committee members

Carly 2nd.

Motion passed unanimously

Chris Nelson will serve as chair of Nominating Committee

Chris moved to adjourn meeting Anne 2nd.

Meeting Adjourned at 8:36 PM.

Old Town Triangle Association Balance Sheet

As of July 31, 2022

	tal			
ASSETS	As of	f Jul 31, 2022	As o	f Jul 31, 2021
Current Assets				
Bank Accounts				
1040 Wintrust		41.008.86		30.937.18
1050 Wintrust CD		216.109.40		214,723.66
1060 BMO Harris CD		150.505.14		150,323.20
1065 First Internet Bank of Indiana		100,356.10		130,323.20
1066 First Internet of Indiana CD #2		100,336.10		
		75.155.99		277,428.83
1080 Vanguard Money Market Fund Total Bank Accounts	+	V-46, 9-2-4-4		673,412.87
Other Current Assets	\$	003,244.94	\$	0/3,412.0/
		150.54		229.10
1110 Other Receivables-year accruals		26.627.10		415
1410 Prepaid Expenses-year accruals		2003/00/00/00		10,905.53
Total Other Current Assets Total Current Assets	\$	26,777.64	\$	11,134.63
The state of the s	,	710,022.58	5	684,547.50
Fixed Assets				
		21,068.00		21,068.00
1520 Building		119,387.00		119,387.00
1530 Building Improvements		45,110.00		45,110.00
1540 Equipment		12,661.18		12,661.18
1550 Unit Improvements		49,277.83		49,277.83
1620 Acc Depr - Building		-119,387.00		-119,387.00
1630 Acc Depr - Bdlg Improvements		-36,014.00		-32,103.00
1640 Acc Depr - Equipment		-12,661.18		-12,661.18
1650 Acc Depr - Unit Improvements	-	-21,399.97		-17,509.97
Total Fixed Assets	\$	58,041.86	\$	65,842.86
TOTAL ASSETS	\$	768,064.44	\$	750,390.36
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2100 Accounts Payable		0.00		775.46
Total Accounts Payable	\$	0.00	\$	775.46
Other Current Liabilities				
2210 Other Current Liability accrual		4,291.88		4,693.46
2211 PPP Loan		0.00		12,905.00
2220 Payroll Liabilities		0.00		2,491.91
2222 Sales Tax Payable		378.18		650.16
Year		0.00		22,925.00
Total Other Current Liabilities	\$	4,670.06	\$	43,665.53
Total Current Liabilities	\$	4,670.06	\$	44,440.99
Total Liabilities	\$	4,670.06	\$	44,440.99
Equity				
3050 Net Assets (no restrictions)		691,852.93		691,278.93
3150 Temporarily Restricted Funds		13,804.44		14,670.44
Net Income		57,737.01		
Total Equity	\$	763,394.38	5	705,949.37
TOTAL LIABILITIES AND EQUITY	\$	768,064.44	5	750,390.36

Old Town Triangle Association Summary Statement of Income

August 2021 - July 2022

	Jul 2022 Actual	Year to Date	Full Year Budget	Year to Date as % of Budget	Variance
Income	-				
4001 ME Member Dues	910.00	11,523.80	9,960.00	116%	1,564
4100H Direct Public Support		490.00	77.50	632%	413
4301 FI Grants Received		23,025.49	0.00	n/a	23,025
4500H Art School Program	1,360.00	48,457.50	43,208.75	112%	5,249
4600H Investment Income	430.13	2,493.67	1,445.00	173%	1,049
4701 FI Rent Earned	736.00	7,266.00	7,000.00	104%	266
4800H Merchandise & Other Income	-8.71	61.94	315.43	20%	-253
Total Income	\$ 3,427.42	\$ 93,318.40	\$ 62,006.68		
Expenses					
5000H Merchandise Purchases		5.00	0.00	n/a	-5
5100H Art School Costs	6,578.90	43,535.13	37,421.97	116%	-6,113
5300H Neighborhood & Park Maintenance	7,529.47	34,910.02	30,575.00	114%	-4.335
5500H Community & Historic District	350.00	1,108.02	1,500.00	74%	392
5700H Events		7,084.48	10,000.00	71%	2.916
5900H Membership		3,425.00	3,451.00	99%	26
5905 AC Accessibility Projects		0.00	1,000.00	0%	1,000
6100H Occupancy	2,443.10	24,807.36	28,253.99	88%	3,447
6300H Salaries	4,913.44	83,822.29	82,000.00	102%	-1,822
6400H Payroll Taxes	375.88	6,412.50	6,268.79	102%	-144
6500H Insurance	-10.47	38,566.43	34,873.00	111%	-3.693
6600H Printing		2,991.45	1,120.00	267%	-1,871
6700H Technology	273.49	2,959.96	4,868.70	61%	1,909
7100H Accounting	56.00	5,967.00	7,278.42	82%	1,311
7205 FI Bankcard Fees Excl Art Fair	58.03	2,644.78	2,139.00	124%	-506
7210 FI Bank Charges (not bankcard)	86.52	86.52	250.00	35%	163
7600H Miscellaneous Expenses	52.47	2,626.88	3,250.00	81%	623
7810 FI Office Supplies		695.75	500.00	139%	-196
7910 FI Telephone & Internet	179.46	2,160.77	2,160.00	100%	-1
7999 FI Depreciation	7,801.00	7,801.00	7,801.00	100%	0
Total Expenses	\$ 30,687.29	\$ 271,610.34	\$ 264,710.87		
Net Operating Income	-\$27,259.87	-\$178,291.94	-\$202,704.19		
Other Income (Expense)					
Art Fair Net	-34,183.91	355,242.38	282,489.00	126%	72,753
First Sight Net	0.00	27,735.53	20,600.00	135%	7,136
Other Fundraising Net	0.00	0.00	14,750.00	0%	-14,750
9405 PR Major Projects	0.00	0.00	-35,000.00	0%	35,000
9500H Neighborhood Improvements	0.00	-16,750.48	-29,500.00	57%	12,750
9700H Grants & Sharing w/ Other Orgs	-71,198.48	-130,198.48	-118,060.00	110%	-12,138
Net Income	-132,642.26	57,737.01	-67,425.19		125,162

Old Town Triangle Association Statement of Income by Account August 2021 - July 2022

			Year to Dat				•		
	J	ul 2022	1	Actual	100	Budget	% of Budget		
Income							- 0		
4001 ME Member Dues		910.00		11,523.80		9,960.00	115.70%		
4100H Direct Public Support				0.00		0.00			
4111 FI Donation for any use				490.00		77.50	632.26%		
Total 4100H Direct Public Support	\$	0.00	\$	490.00	\$	77.50	632.26%		
4301 Fl Grants Received				23,025.49		0.00			
4500H Art School Program				0.00		0.00			
4510 AS Tuition		1,260.00		47,785.00		42,500.00	112.44%		
4530 AS Gallery Commission 10%				172.50		458.75	37.60%		
4540 AS other-not merch or donation		100.00		500.00		250.00	200.00%		
Total 4500H Art School Program	\$	1,360.00	\$	48,457.50	\$	43,208.75	112.15%		
4600H Investment Income				0.00		0.00			
4660 FI Interest Earned		430.13		2,493.67		1,445.00	172.57%		
Total 4600H Investment Income	\$	430.13	5	2,493.67	5	1,445.00	172.57%		
4701 FI Rent Earned		736.00		7,266.00		7,000.00	103.80%		
4800H Merchandise & Other Income				0.00		0.00			
4801 Fl Book#1 -Our Old Town				40.00		0.00			
4804 FI Books other than #1, #2, #3				20.00		0.00			
4890 FI Misc exc.book shirt tote cal				20.00		315.43	6.34%		
4897 FI Merchandise Shipping revenue				5.00		0.00			
4899 Fl Sales Tax Expense on Merch. Sales		-8.71		-23.06		0.00			
Total 4800H Merchandise & Other Income	-\$	8.71	s	61.94	\$	315.43	19.64%		
Total Income	5	3,427.42		93,318.40	\$	62,006.68			
Gross Profit	5	3,427,42	_	93,318.40	_	62,006.68			
Expenses		3,421.42	۰	33,310.40		62,000.00	100.00 /0		
5000H Merchandise Purchases				0.00		0.00			
				5.00		0.00			
5099 FI Merchandise Shipping		0.00							
Total 5000H Merchandise Purchases	\$	0.00	*	5.00	3	0.00			
5100H Art School Costs		W25019000		0.00		0.00			
5101 AS Instruction Cost		6,099.38		34,963.38		29,750.00			
5111 AS Materials & Equipment		329.52		5,495.94		2,987.17	183.98%		
5131 AS Brochure Printing				0.00		404.50	0.00%		
5141 AS Advertising				100.00		792.44	12.62%		
5151 AS Tuition Refund		150.00		1,700.00		2,152.50	78.98%		
5171 AS Gallery				1,275.81		1,335.36	95.54%		
Total 5100H Art School Costs	\$	6,578.90	\$	43,535.13	\$	37,421.97	116.34%		
5300H Neighborhood & Park Maintenance				0.00		0.00			
5321 NI Clark Wisconsin Park		957.45		4,505.93		3,150.00	143.05%		
5331 NI Eugenie Triangle Park Maint		-492.00		574.00		0.00			
5341 NI Other Parks Maintenance		3,698.50		12,140.00		9,250.00	131.24%		
5351 NI Parkway Maint-Trees		2,429.00		6,613.00		7,250.00	91.21%		
5361 NI Plantings				342.18		300.00	114.06%		
5381 NI Spring Clean Up				0.00		925.00	0.00%		
5391 NI Trash Removal		936.52		10,734.91		9,700.00	110.67%		
Total 5300H Neighborhood & Park Maintenance	5	7,529.47	\$	34,910.02	\$	30,575.00	114.18%		
5500H Community & Historic District				0.00		0.00			
5510 HD Historic Dist. Preservation		350.00		350.00		1,000.00	35.00%		
5520 HD Education & Outreach				310.00		500.00			
5570 PR Recognition of Volunteers				448.02		0.00			
Total 5500H Community & Historic District	\$	350.00	S	1,108.02	\$	1,500.00	100000		
5700H Events	24.55		-	0.00		0.00			
5710 EV Oktoberfest non-fund raising				1,202.21		0.00			
5720 EV Annual Meeting non-fundrais.				1,083.00		0.00			
				4,799.27		10,000.00			
5740 EV Other Events non-fundraising		0.00					100000		
Total 5700H Events	\$	0.00	\$	C. C. P. R. S.	\$	10,000.00			
5900H Membership				0.00		0.00			

Year to Date

					Ye	ar to Date	
	J	ul 2022		Actual	- 1	Budget	% of Budge
5920 CO Newsletter Graphic Design				3,350.00	8	2,800.00	119.649
5960 ME Membership Ads				75.00		320.00	23.449
5970 ME Contested Election				0.00		331.00	0.009
Total 5900H Membership	\$	0.00	\$	3,425.00	\$	3,451.00	99.259
5905 AC Accessibility Projects				0.00		1,000.00	0.009
6100H Occupancy				0.00		0.00	
6111 Fl Condo Assessments		934.82		11,217.84		12,500.00	89.749
6120 FI Facility Maintenance		1,234.92		11,337.81		12,500.00	90.709
6121 FI Repairs				0.00		1,020.38	0.009
6131 FI Electricity	1420.00	273.36		2,251.71	(,,	2,233.61	100.819
Total 6100H Occupancy	\$	2,443.10	\$	24,807.36	\$	28,253.99	87.80
6300H Salaries				0.00		0.00	
6310 FI Salaries		4,913.44		83,822.29		82,000.00	102.225
Total 6300H Salaries	\$	4,913.44	\$	83,822.29	\$	82,000.00	102.229
6400H Payroll Taxes				0.00		0.00	
6410 Fl Payroll Taxes		375.88		6,412.50		6,268.79	102.299
Total 6400H Payroll Taxes	\$	375.88	\$	6,412.50	\$	6,268.79	102.29
6500H Insurance				0.00		0.00	
6510 FI Insurance-Commercial/D&O		-10.47		37,862.43		34,073.00	111.129
6520 FI Insurance -Work Comp				704.00		800.00	88.009
Total 6500H Insurance	-\$	10.47	\$	38,566.43	\$	34,873.00	110.59
6600H Printing				0.00		0.00	
6610 FI Printer Maintenance				1.007.20		500.00	201.449
6620 CO Printing - Newsletter				1,984.25		620.00	320.04
Total 6600H Printing	S	0.00	\$	2,991.45	\$	1,120.00	267.09
6700H Technology	7.0	(2000)		0.00	95	0.00	G1090
6710 FI Computer Software Fees		80.00		883.27		1,550.00	56.99
6720 ME Membership Database Software		129.00		1.290.00		2,268.00	56.88
6730 CO E-blast Service		59.49		678.18		648.00	104.66
6740 CO Web Hosting		5.00		108.51		0.00	104.00
6750 CO Website Maintenance		5.50		0.00		402.70	0.009
Total 6700H Technology	s	273,49	s	2,959.96	\$	4,868.70	60.80
7100H Accounting	•	273.45		0.00	•	0.00	60.60
				5.200.00		5,200.00	100.00
7110 FI Accounting & Audit		56.00		767.00		2.078.42	36.90
7120 FI Payroll Expenses Total 7100H Accounting	•	56.00	s	5,967.00	\$		81.98
7205 FI Bankcard Fees Excl Art Fair	\$	58.03	*	2.644.78	•	7,278.42	123.65
		86.52		86.52			34.619
7210 FI Bank Charges (not bankcard)		86.52				250.00	
7600H Miscellaneous Expenses				0.00		0.00	
7610 BL By-laws Legal Review				882.00		1,500.00	
7615 PR President Discretionary Fund		52.47		458.53		500.00	
7660 FI Equipment				1,019.43		1,000.00	101.949
7690 FI Other Miscellaneous	82		_	266.92	_	250.00	
Total 7600H Miscellaneous Expenses	\$	52.47	\$	2,626.88	\$	3,250.00	
7810 FI Office Supplies		983219922		695.75		500.00	139.159
7910 Fl Telephone & Internet		179.46		2,160.77		2,160.00	100.049
7999 FI Depreciation	82	7,801.00		7,801.00	<u>.</u>	7,801.00	100.009
Total Expenses	\$	30,687.29	\$	271,610.34	\$	264,710.87	102.619
let Operating Income	-\$	27,259.87	-\$	178,291.94	-\$	202,704.19	87.96
Other Income							
8100H Art Fair Receipts				0.00		0.00	
8130 AF Booth Rental Fee				163,575.00		162,500.00	100.66
8135 AF Children's Corner				1,946.00		2,000.00	97.30
8140 AF Artist Parking		-17,100.00		156.44		0.00	
8150 AF Exhibitors				24,888.20		5,000.00	497.76
8155 AF Friends (Patrons)				22,141.00		15,000.00	147.619
8160 AF Gates		-23.00		223,380.19		175,000.00	127.65
8170 AF Store Merchandise				7,029.00		5,000.00	140.589
8177 AF Program Book Ads				0.00		2,000.00	0.009
8177 AF Program Book Ads 8185 AF Sponsorships				0.00		2,000.00	

Vage		

			Year to Date	
	Jul 2022	Actual	Budget %	of Budget
Total 8100H Art Fair Receipts	-\$ 17,123.00	\$ 501,915.83	\$ 425,500.00	117.96%
8200H First Sight Receipts		0.00	0.00	
8210 FS Art Auction Proceeds		7,355.00	10,000.00	73.55%
8220 FS Non-Ticket Revenue		25,650.00	15,000.00	171.00%
8230 FS Entry Tickets		18,700.00	25,000.00	74.80%
8240 FS Raffle Tickets		1,965.00	3,000.00	65.50%
Total 8200H First Sight Receipts	\$ 0.00	\$ 53,670.00	\$ 53,000.00	101.26%
8300H Other Fundraising Receipts		0.00	0.00	
8310 FI Fundraising - Misc		0.00	31,000.00	0.00%
Total 8300H Other Fundraising Receipts	\$ 0.00	\$ 0.00	\$ 31,000.00	0.00%
Total Other Income	-\$ 17,123.00	\$ 555,585.83	\$ 509,500.00	109.05%
Other Expenses				
9100H Art Fair Costs		0.00	0.00	
9130 AF Booth Refunds		3,375.00	3,000.00	112.50%
9135 AF Children's Corner cost		2,242.13	1,500.00	149.48%
9143 AF Graphic Design Fee	12,500.00	12,500.00	13,000.00	96.15%
9145 AF Bankcard Fees		12,154.23	12,811.00	94.87%
9146 AF Entertainment - Music		7,814.60	8,500.00	91.94%
9150 AF Exhibitors cost	450.00	19.522.54	20.000.00	97.61%
9155 AF Friends - Printing & Postage		550.05		110.01%
9157 AF Garden Walk		420.90	600.00	70.15%
9160 AF Gates cost	553.04	5,482.70	4,000.00	137.07%
9162 AF General Operations	200.04	12,608.15	15,000.00	84.05%
9164 AF Grounds & Maintenance	5.237.40	20,873.54	16,000.00	130.46%
9170 AF Merchandise Store	0,237.40	3,111.61	3,000.00	103.72%
9177 AF Program Book		2.125.00	2,000.00	106.25%
		7.762.44	8.750.00	88.71%
9179 AF Publicity	700.47			
9181 AF Sales Tax	720.47		600.00	120.08%
9183 AF Security	-3,000.00	22,102.00	22,000.00	100.46%
9187 AF Thank You Party		5,603.45		74.71%
9190 AF Food Vendor	W4000000	7,104.64	3,500.00	202.99%
9193 AF Website	600.00	600.00	750.00	80.00%
Total 9100H Art Fair Costs	\$ 17,060.91	\$ 146,673.45	\$ 143,011.00	102.56%
9200H First Sight Costs		0.00	0.00	
9210 FS Art Auction Artist 70%		1,398.00	500.00	279.60%
9220 FS First Sight Party Costs	84	24,536.47	31,900.00	76.92%
Total 9200H First Sight Costs	\$ 0.00	\$ 25,934.47	\$ 32,400.00	80.04%
9300H Other Fundraising Costs		0.00	0.00	
9310 FI Other Fundraising Costs		0.00	16,250.00	0.00%
Total 9300H Other Fundraising Costs	\$ 0.00	\$ 0.00	\$ 16,250.00	0.00%
9405 PR Major Projects		0.00	35,000.00	0.00%
9500H Neighborhood Improvements		0.00	0.00	
9510 NI Brick Program		16,750.48	25,000.00	67.00%
9520 NI Parkways Purchase Trees		0.00	4,500.00	0.00%
Total 9500H Neighborhood Improvements	\$ 0.00	\$ 16,750.48	\$ 29,500.00	56.78%
9700H Grants & Sharing w/ Other Orgs		0.00	0.00	
9710 Fl Menomonee Club 20% Art Fair	71,198.48	71,198.48	59,060.00	120.55%
9720 Fl Boy Scouts		4,000.00	4,000.00	100.00%
9730 GR Grants excl Menom. & Scouts		55,000.00		100.00%
Total 9700H Grants & Sharing w/ Other Orgs	\$ 71,198.48	\$ 130,198.48	626/6/1922	110.28%
Total Other Expenses	\$ 88,259.39			85.39%
Net Other Income	-\$105,382.39			174.48%
Net Income	-\$132,642.26	\$ 57,737.01	-\$ 67,425.19	-85.63%

Old Town Triangle Association Statement of Cash Flows

August 2021 - July 2022

		Total
OPERATING ACTIVITIES	5	(0
Net Income		57,737.01
Adjustments to reconcile Net Income to Net Cash provided by operations:		
1110 Other Receivables-year accruals		78.56
1410 Prepaid Expenses-year accruals		15,721.57
2100 Accounts Payable		-775.46
2210 Other Current Liability accrual		-401.58
2211 PPP Loan	8	12,905.00
2220 Payroll Liabilities		-2,491.91
2222 Sales Tax Payable		-271.98
2310 Revenue Deferred to Future Year		22,925.00
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-\$	55,413.94
Net cash provided by operating activities	\$	2,323.07
INVESTING ACTIVITIES		
1630 Acc Depr - Bdlg Improvements		3,911.00
1650 Acc Depr - Unit Improvements		3,890.00
Net cash provided by investing activities	\$	7,801.00
FINANCING ACTIVITIES		
3050 Net Assets (no restrictions)		574.00
3150 Temporarily Restricted Funds		-866.00
Net cash provided by financing activities	-\$	292.00
Net cash increase for period	\$	9,832.07
Cash at beginning of period	6	73,412.87
Cash at end of period	\$6	83,244.94

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