



**Old Town Triangle Association  
Board Meeting Minutes**

**Date & Time:** Tuesday, September 9, 2014 7:00 P.M.  
**Location:** 1763 N. North Park Avenue—OTTA North Room

**The September 9, 2014** regular meeting of the OTTA Board of Directors was called to order by President Rick Rausch, at 7:04 P.M. A Quorum was present.

**Directors Present:** Rick Rausch, Karen Pfendler, Diane Gonzalez, David Pfendler, Chris Huff, Anne Giffels, & Robert Gibbs

**Directors Absent:** Claire Leaman, Lance Hornaday, Robert Jones, & Leslie Wolfe

**Others Present:** Shannon Waterfield, Lynn Krohn, Stefani Turken, Sharon Trost, Todd Humes, Phillip Graff, and Patti Danos

**1: Approval of Minutes:** Secretary K. Pfendler moved to approve the 8-12-14 Board minutes as redacted from the secretary’s notes, a complete audio file of the meeting, and Board member corrections--Director D. Pfendler 2nded, motion carried.

**2: Treasurer’s Report:** Treasurer Leaman sent in by email the P & L Spreadsheet for , *August 1, 2014 thru August 31, 2014* as follows: **Income: \$3,028.86; Expenses: \$17,017.13; Net Income:-\$13,988.27.** The report is always approved as presented.

	Month Aug 1, 2014	YTD Aug 31, 2014	Budget	
Ordinary Income/Expense				<u>Month notes</u>
<b>Income</b>				
001 · Association Revenue	353.49	353.49		Rent, int earned, old merc sold
019 · Program Revenue	2,550.37	2,550.37		\$865 memb dues, \$1665 art school
200 · Neighborhood Improvement (Parks/parkways/trees/trash)	75	75		
250 · Fund Raising Events	50	50		
330 · Art Fair Revenues (Art Fair Master Account)	0	0		
<b>Total Income (Gross Profit)</b>	<b>3,028.86</b>	<b>3,028.86</b>		
<b>Expense</b>				
060 · Association Expenses	5,239.81	5,239.81		\$4600 salaries
050 · Occupancy Expenses	1,531.00	1,531.00		
040 · Program Expenses	5,794.84	5,794.84		\$1800 newsletter, \$2865 art school
230 · Neighborhood Improvements	140.50	140.50		\$2900 treat 4 elm trees
270 · Fund Raising Event Expenses	0.00	0.00		
300 · Art Fair Expenses	140.50	140.50		
090 · Art Fair - Menomonee Club share (20% of net)	0.00	0.00		
090 · Contributions Expenses (Grants given)	0.00	0.00		
<b>Total Expense</b>	<b>17,017.13</b>	<b>17,017.13</b>		
<b>Net Income</b>	<b>-13,988.27</b>	<b>-13,988.27</b>		

**Treasurer's Report:** (was written & sent by email from the treasurer)

1) August 31st financials (1st month of the fiscal year)

Full report 7 pages sent to board by email on 9/7. No unusual activity.

Hard copies of page 1 summary provided at the board meeting. Notes included on the right hand side.

2) Budget 2015

Tonight Events & Grants will present. PPT's available on TV.

October: NIC & Capital Improvements will present.

All other Committees complete or in progress -

*Complete:*

Association & Occupancy (excluding Cap Improvements), Continuing Education, & Historic District

*In Progress:*

Bylaws, Archives, Marketing & Communications, Membership, Neighbor Relations

John Knoche was kind enough to work with me on the Art Fair budget for 2015 to set a fair set of revenue & expense goals based upon past actuals and his experience of the last 2 art fairs. The 2015 art fair net is a bit over last year's budget hence providing a small cushion for overall expenses. That said, our total expense for 2015 will be challenged by, amongst other things, increased salaries to bring part-time help from 20 to 30 hours capital improvements which we did not do last year decreased rental income as LaSalle only needs 1 not 2 days per week

The final variable is the First Site Party/Gala. This is not part of the Art Fair numbers. Historically it nets \$15k. We need a plan here to include it as part of the Art Fair Chair's remit or to pull out to a different responsibility. The amount of work this event requires needs to justify \$15k net.

Here's the worksheet of where we are now. We do not have figures in yet for NIC & Cap Improvements, and some other figures are only draft (Grants, Events, Membership, etc.), plus we need to decide if we're putting in \$15k net for the First Site Gala or other.

If you have any questions, please let me know.

NIC & Capital Improvements - you all are schedule to present at our Oct meeting. Please send me figures as soon as you have them, even if draft, so I can update the overall budget worksheet for everyone.

**3: President's Report:** The OTTA, Lincoln Central Association & Lincoln Park Village will be co-hosting the Ella Jenkins birthday party on Saturday, September 20, 2014 at Bauler playground from noon to 2:00 P.M. OTTA is acting as the bank but no funds are being expended by our association to cover expenses. Funding for this event is from private donations. The Harris family is singing at 12:15; Michele Smith will be attending; efforts are underway to rename the amphitheater at Wisconsin/Sedgewick Park near Church of the Three Crosses for Ella Jenkins but that is not final yet; Old Town School of Folk music is coming at 1:15 P.M to do some singing. Sept. 11, 2014 is the first meeting of the neighborhood association presidents in many years. Various topics will be addressed...one will be how the various lovely newsletters are created. The president met with Barb & Leslie last week to discuss Barb's schedule. He informed the board that Barb is working with Jen Kramer on Jen's aldermanic campaign...We know that Barb is stable with us through May, 2015...we might ultimately be recruiting a replacement of our part-time position. The president feels our web looks good...he thanked all the folks who have been working on it.

**4: STANDING COMMITTEES:**

**ART FAIR:**

- **Art Fair Subcommittee:** A & O Director Wolfe reported that 250 letters were sent out to our artists from last year. 60% were invited to return, 40% were not (but can re-apply). Joan Goldstein says we are hoping for 600 applications at \$35 each. Our biggest need is to find a new Art Fair Chair!

**GOVERNANCE:**

- **Bylaws Subcommittee:** Chair D. Pfendler indicated that Bylaws did not meet in September.
- **Capital Improvements Subcommittee:** Chair Huff has had several contractors out to quote prices on window replacement...he has received some prices but it is too soon to present them; he is still seeking contractors to give us quotes and availability to do the concrete work at the rear of our space.

**EDUCATION AND PROGRAMS**

- **Continuing Education Subcommittee:** A & O Director Wolfe reported the following: Gallery: Renee LaVerne Rose will have an opening reception Thursday September 11, 2014 from 5:30-8pm... You are all invited. We are continuing to experiment with the best day/time for artist receptions. OTTA Art School: The first fall classes will begin Saturday, September 6, but most classes will begin the week of September 15.
- **Events Subcommittee:** Chair Giffels presented her budget requests for 2014-15 for Events: below are the requests Director Giffels is making for the 2014-15 fiscal year. Her request is \$1,000 more than last year.

# 2014-15 Budget Presentation

## Events

**Last Year (1 Aug 2013 - 31 July 2014)**

### Accomplishments

- Successful parties
  - Yard Sale
  - Oktoberfest
  - Old Town Players
- Community Engagement
  - On the Table
  - Diverse Events to attract new members and families

### Expenses

- Oktoberfest ~ 2,500
- Yard Sale ~ 350
- Annual Meeting ~ 1,400
- Easter Egg Hunt ~ 400
- On the Table ~ 400
- Revenue ~ 1,800

**Next Year (1 Aug 2014 - 31 July 2015)**

### Goals

- Continue engagement with community:
  - OTTA-centered On the Table
  - Meet the Candidates
  - Annual Meeting
- Fun!
  - Oktoberfest
  - Cookies with Santa
  - Yard Sale
  - Spring Event

### Budget Request

- Net request \$6,000
  - Revenue of 2,400 from Oktoberfest and Yard Sale
  - Expenses of 8,400
    - Yard Sale 500
    - Oktoberfest 4,000
    - OTTA On the Table 500
    - Annual Meeting 1,500
    - Meet the Candidates 300
    - Christmas and Spring events 1,600

There will be an OTTA *On the Table* (open house—perhaps a pot luck dinner)—event set for November to be hosted by Diane Fitzgerald for the purpose of getting ideas for some new OTTA initiatives....non-members will be invited. Regarding the *On the Table* event the board will not be encouraged to attend...they do not want a strong board presence at this meeting. Oktoberfest tickets are ready to purchase tickets are \$15 in advance—children (12 or older) \$8--\$20 for adults at the door; Big Band Boom will perform; will be getting a permit to close North Park—tables will be outside, the food and beverages will be inside; people will be getting a wristband; will go from 4:00-10:00; open bar; the open house; then cookies with Santa.

### MEMBER RELATIONS:

- **Grants Subcommittee:** Chair Gonzalez presented her budget requests for 2014-15 as shown below. They awarded 11 of the 18 requests they received for Grants. The committee found it difficult, as they always do, to select which applicants would be getting grants.

# 2014-15 Budget Presentation

## Grants Committee

**Last Year (1 Aug 2013 - 31 July 2014)**

### Accomplishments

- Provided grants to 11 applicants out of 18 total requests

### Expenses

- \$41,000 total to grantees
- Total requests were \$83,150
- Next Year (1 Aug 2014 - 31 July 2015)

## Goals

- Grants are offered to schools & organizations that serve the OTTA community & support OTTA's mission & goals.
- Nine goals include preserving architectural & historical integrity of neighborhood buildings, promoting cultural enrichment, & improving educational opportunities for children.

## Next Year (1 Aug 2014 – 31 July 2015)

## Budget Request

- \$41,000 for grants plus \$5,000 for neighborhood public space requests should such grant applications be received.

- For example, in 2014 requests were received for \$10,000 of public space projects including St. Michael's, Church of the Three Crosses, & Midwest Buddhist Temple which was the only application granted for \$2,000.

- **Marketing & Communications Subcommittee:** Chair Gibbs reported a productive meeting was held with Director Giffels regarding the new web; his committee is working on finding a replacement for Diane Fitzgerald; current newsletter issue is underway; they have a small Facebook campaign going on which has netted us an additional 155 fans during the last 3 weeks; they have received good feedback on the website.
- **Membership Subcommittee:** Chair K. Pfindler reported there are 3 dates for membership renewals: March 1, August 1, and October 1 of each year. Chair K. Pfindler is contemplating a member drive by holding a street competition to increase membership and then throw a celebration at the Triangle to celebrate the street that brings in the most new members!
- **Neighborhood Relations Subcommittee:** Chair K. Pfindler reported on the upcoming CAPS meeting...CAPS meetings are held the 2<sup>nd</sup> Thursday of all the odd months. This is a good opportunity to meet residents of the other beats in 10 Sector: 1811,12,13,& 14

## INFRASTRUCTURE RESOURCES:

- **HD/PZ Subcommittee:** Chair Hornaday reported (by email) his committee met last month to discuss a renovation to the Coach House on 1709 Sedgwick. The coach house faces fern court. The biggest change was that the owners would like to include a garage door on fern court to allow parking in the basement. We found that the project fell within the Historic District Guidelines, the Fern Court guidelines and the Zoning requirements. The Cecola's and Nancy Joyce came to our meeting to oppose the proposed changes. These neighbors were specifically opposed to the addition of the garage door. Since our meeting the Historic District's Permit Review Committee has issued their agenda and their staff also agreed that the project, as proposed, meets all requirements and is being recommended for approval by the PRC.
- **Neighborhood Improvement Subcommittee:** Secretary Pfindler reported no tree issues this month; NIC is in the process of setting new budget numbers; we intend to continue our are tree trimming projects; we have a terrible rodent problem due in part to all the construction going on in our area about which we are contacting the Alderman's office for assistance; we are also investigating the *Feral Cat Program*.

## 5: Arts & Operations Director's Report: A & O Director Wolfe shared Sherwood Snyder's email with the board regarding Old Town Players plaque:

*David Pfindler of the Triangle Assn e-mailed me that the plaque was in place. I had to run into town from Michigan for the day and just now drove by it. IT IS STUNNING! [The plaque] is Classic, Tasteful, Powerful! It will bring you old timers to tears. It screams for a formal dedication so we will have to get on that. OTP is indebted to OTTA, to Vi Daley, Leslie Wolfe, Barbara Guttmann, Shirley Baugher and especially David Pfindler.*

*Sherwood*

A & O Director Wolfe also reported the following:

Calendar: The online fall calendar is posted on the new website. Committee chairs are encouraged to let me know if there are additions or changes. Center Rental: LaSalle Language Academy will be renting space on Friday afternoons for Judo.

Menomonee Judo will again offer Paralympic and Disabled Veterans classes on Monday nights. The Daisies (small Girl Scouts) will use the North room once a month.

I was also asked to download from Emma the Survey results: Proposed Bylaw Changes:

586 emails sent to members (voting & non-voting) 8 bounced

299 opens

87 responded to survey + 4 responded to office (no email listed in Emma, so did not receive survey)

43 commented

"I support the proposed change to the By-laws of the Old Town Triangle Association."

59 Yes (includes direct to office)

28 No (2 removed as managed to weigh in twice)

02 more info needed

89 total

Notes:

In the membership list there are 154 Family memberships (2 votes), but 101 of them with only one email listed

At a glance: at least 7 non-voting members weighed in (live outside of boundaries)

Comments will be printed and available at the Sept 9 Board meeting

President Rausch indicated that an EMMA would be sent out in the next week or so to solicit a new Art Fair chair...but there are specific committee initiatives of the fair that have already gotten underway (i.e. selection process of exhibitors).

**6: Archivist Report:** Archivist D. Pfendler reported that a new sign/plaque has been installed in the neighborhood dedicated to the Old Town Players @ 1722 N. North Park Ave.

**7: Old Business:** Ballot Procedure Policy: it's good housekeeping and has been in effect since the early 1950's. Director Giffels moved to approve the Ballot Procedural Policy; Director Gonzalez 2nded...motion passed unanimously.

**8: New Business: A)** President Rausch asked us to read John Knoche's comments below. At the meeting tonight, he will ask our support of a one year extension to the Stefani's contract at the same rate of \$47,000.

From: John Knoche [mailto:knochejohn@gmail.com]

Sent: Friday, September 05, 2014 9:43 AM

To: Tom Kokinakos; Steven Hartenstein; Neal Bader; Sara Bosaw; Claire Leaman; Rick Rausch; Justin Frankenberg

Subject: OTAF/Stefani Contract

Hi, all. I know at the wrap up meeting we had (Tom, Neal, Sara, Justin, and I) the topic of extending the contract to cover the 2016 Fair was discussed. Neal asked that I follow up on this with the OTTA Board and I think they are open to it. (Claire Leaman is the Treasurer and Rick Rausch is the President of OTTA).

To recap the contract, it is for 3 years with the rolling option to extend at one year intervals if both parties agree. The fee for year 1 (2013) was \$45,000, for year 2 (2014) it was \$46,000, and for next year (2015 Fair) it is \$47,000).

I would like to propose extending the contract to 2016 and keep the fee at \$47,000 for that year.

I suggest we meet to discuss the proposal and also to introduce Claire and Rick to the Stefani folks. I know our Menomonee Club partners have had long relationships with Claire and Rick. If both parties (OTTA and Stefani's) can agree to extend the contract without a meeting, that paper work can proceed separate from the "meet and greet", but I think a meeting is in order sometime before the holidays approach.

I have a pretty busy month but am available from Wednesday Sep. 10 - 19. I leave for Berlin the week of 9/22 and return in early October.

So, I know it is a big group and I know we all appreciate Stefani's hosting at lunch time at one of their great venues, but if it makes it easier to align schedules (I like morning meetings) we can also make use of the Drucker Center near North Avenue and Halsted with its great space and abundant parking.

Tom and Steven, if you agree to extend to 2016 at the \$47,000 fee let us know and we can get to work on the language for that. Also, let's start by seeing who can meet next week on Wednesday, Thursday, or Friday in the morning.

Thanks – John

President Rausch moved to extend the Stefani contract for 1 year at the same rate...Director Giffels 2nded...approved.

**B) Kim Penning** stepped down as Chairperson of the nominating committee for personal reasons but will remain on the committee...the President moved to approve **Kitty Freidheim** as the new NC chair...motion passed.

Subsequently, as a motion to adjourn was called for, several audience members stated they wished to comment on the proposed Bylaw amendment which was why they had come to the meeting. After listening to 4 of the audience members share their opinions and ask their questions, President Rausch informed the audience and the board that for the October meeting, he planned to place the motion to approve the proposed Bylaw amendment on the table for a board vote: the board would discuss the amendment for a short time...he would temporarily adjourn the meeting and allow 15 or 20 minutes for comments from membership before the board would take its vote. Secretary Pfendler inquired if this plan was going to be sent out to membership in an EMMA so they would be aware that the impending vote would be taken at the October board meeting and that this would be the time to come before the board with their thoughts. President Rausch agreed that he would inform membership of this plan for the next board meeting. The audience members were given copies of the survey comments to read.

**9: Adjournment:** Director Giffels moved to adjourn...Director Huff 2nded...the board meeting was adjourned @ 8:47 P.M.

These minutes were approved as redacted from the Secretary's notes, a complete audio file of the meeting, and board member corrections on 10/14/14.

Respectfully submitted,

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Karen Pfendler, Secretary OTTA