

**Old Town Triangle Association
Monthly Meeting of the Board of Directors
March 8, 2011
1763 N. North Park Avenue**

MINUTES OF THE MEETING

Call to Order

The meeting was called to order at 7:04 p.m. by Phil Graff, President

Attendance

Directors Present: Sue Apey, Beth Burk, Robin Cecola, Debbie Day, Phil Graff, Todd Humes, Jacqui Thams, Dirk Vos, Shannon Waterfield

Absent: Emily Rose

Executive Director & Administrators: Dee McKinsey, Leslie Wolfe

Guests—OTTA Neighbors: Allen Naragon, Karen Pfendler, David Pfendler, Stefani Turken, Michael Warner, Myra Gammon and Candace and Chuck Jordan

Approval of Minutes Todd Humes, Secretary

The minutes of the February 8 meeting were presented and approved. Secretary Todd Humes, moved approval, which was seconded by Dirk Voss.

Humes noted that if there is an Executive Meeting, the Executive Director will be asked to attend.

He also noted that he had drawn up job descriptions for each staff member, after talking to the staff member, who had provided clarity and input.

Director Dirk Vos suggested that the job descriptions be grouped around the structure of the board, which would make assignments as to function rather than a list of duties, and he suggested that before approval this be done.

Humes also said that he had prepared documents that are standard in each employee file, including application forms, and prepared the files. These files would remain with Executive Director Dee McKinsey.

Humes said that it was decided in Executive Session to grant Shirley Baugher's request to stay with the association through December. Her original end date was July 31. Consensus was to allow that to happen at the Executive Board meeting.

Humes said that he and Graff met with Baugher the following day to talk about specific goals surrounding her success.

Graff said that the Board had agreed to support Shirley's compensation through the end of the year but that through which she physically remains as an employee at association offices is yet to be determined

There was a brief discussion of what is appropriate in an open forum and what is not. No consensus was reached. Hume said that not appropriate for open session is discipline, business decisions such as real estate, legal matters and whistleblower matters, if any.

Several board members suggested that the conversations on these matters were repetitive.

Vos suggestion that the board outline priorities in the coming months: staff, infrastructure, communication and membership, in that order.

Treasurer's Report

Tom Midura, Treasurer

Treasurer Tom Midura presented the current financial report, noting the shortfall this year, but added that the association is in a very good position. He said he will be considering, along with the board members a more aggressive portfolio for the Triangle. Midura had met with Leslie Wolfe several times to get acclimated to association finances.

Director Shannon Waterfield asked if there were guidelines about liquidity, and the response was no. Vos said that the association had insulated itself against losses at the Art Fair by implementing rules about booth and entrance fees that protected the fair due to inclement weather.

There was a discussion about various projects that might need increased funding, including those in the Neighborhood Improvements arena, i.e., trees.

Presentation

Robin Cecola, Communications Chair

Communications Chair Robin Cecola gave a PowerPoint presentation on rebranding the Old Town Triangle, ranging from a new website to outdoor post signage, and creating a new committee which would combine elements of communication, membership and enthusiasm for the Triangle.

For want of another title, Cecola called it "Old Town Love" and he is rapidly moving forward to capture enthusiasm and interest in this project, including members for this committee.

Elements would include a tag line contest, a project for supporting Old Town merchants "I Buy Old Town" or IBOT with stickers for windows for merchants and an identification/discount card for members. Cecola proposed that an element of this new outreach would be a job board for Triangle teens; a Home for the Holidays contest which would recognize the best decorated block; financial assistance program for those who cannot afford some upkeep of their homes, such as exterior painting.

Beth Burk said she had met with the communications committee to see how it can support membership.

A discussion ensued about how much it might cost to get this program going, and the estimate was \$10,000, which was approved. Debbie Day moved and Vos seconded.

Committee Reports

Art Fair Committee

Emily Rose, General Chair

In Emily Rose's absence, Leslie Wolfe, association staffer to the art fair. She said the Save the Date cards had gone out; the article citing the art fair as one of the top 10 in the country was at each director's chair; and the kid's poster contest had been judged, but the results not announced.

Jacqui Thams, chair of the First Sight subcommittee, said that the subcommittee had met. Discussed catering and an increase in ticket costs: Non-members \$95, or \$75 if they join the organization; \$75 for members; artists who don't donate for First Sight \$35; and artists who donate free with one guest ticket.

Capital Improvements

Sue Apey, Chairman

Sue reviewed items that had been previously approved windows and floors, with more bids being obtained for the floors. She said that someone was going to check to see if there was asbestos in the current flooring, which would impact the final decisions.

Communications

See above

Robin Cecola, Chairman

Continuing Education

No report.

Jacqui Thams, Chairman

Contributions

Sue Apey, Chairman

Apey said applications for the April 15 deadline are being received. Institutions who have not yet applied are being contacted and encouraged to get their applications submitted.

Events

Shannon Waterfield, Chairman

Noted that the candidate event the night before had been a success with each 43rd ward candidate appearing before a packed and engaged group.

Neighborhood Improvements

Dirk Vos, Chairman

Vos no report. Work on going and expected to ramp up this spring.

HDPZ

No report, but members of the board expressed concern that recommendations concerning requests were given by the committee, in opposition of the board position to take no stance. Board members where encouraged to attend the next HDPZ meeting, Tuesday, March 15.

Neighborhood Relations

Debbie Day, Chairman

Expressed enthusiasm for the candidate night. Noted that it is hard for volunteers to attend important community meetings, and asked Executive Director McKinsey to describe the development meetings she had attended on the association's behalf.

President's Report

Phil Graff

Said there would be an executive meeting to discuss staff/Baugher issue. Expressed disappointment that Baugher was not at the board meeting. McKinsey took responsibility for that decision, saying she was not given clear direction on whether or not Baugher's presence was needed.

Executive Director Report

Dee McKinsey

None

Announcements

Beth Burk reminded everyone that the Bylaws Committee meeting was 7 p.m., March 14 at the Triangle Center.

Adjournment

The meeting was adjourned at 9:30 p.m. at which time the Board went into Executive Session.

