

**Old Town Triangle Association  
Board of Director's Meeting  
February 16, 2012  
1763 N. North Park Avenue**

**Minutes of the Meeting**

**The February 16, 2012** regular meeting of the OTTA Board of Directors was called to order by President Vi Daley, at 7:05 p.m. A Quorum was present.

**Directors Present:** Vi Daley, Jeff Smith, Debbie Day, Karen Pfendler, Claire Leaman, David Pfendler, Kim Hitchcock, Alan Lougee, Rick Hyer, Robert Gibbs, Lance Hornaday

**Directors Absent:**

**Others Present:** Dee McKinsey (Executive Dir.), Leslie Wolfe (Arts & Operations Dir.), Phil Graff, Joe Schmidt, Judge James Shapiro [running for the 8<sup>th</sup> Circuit], Judge Celia Louise Gamrath [running for the 8<sup>th</sup> Judicial Subcircuit], & Judge Deborah Jean Gubin [running for the Circuit Court of Cook County]

**1: Welcome Remarks:** Pres. Vi Daley welcomed new board members and had each director introduce themselves and give some added background information.

**2: Board Approval for New Board Member:** Karen Pfendler moved to approve the appointment of Pres. Daley's nominee, Kim Hitchcock, to fill the director's seat vacated by Jacqui Thams. Debbie Day 2nded. Vote was 10-0; motion passed.

**3: Motion to Suspend the Agenda:** Jeff Smith moved to suspend the agenda—Lance Hornaday 2nded. Vote was 10-0; motion passed

**4: Orientation:** Dee McKinsey explained what her job entailed... a focus on coordinating scheduled Triangle events...her role as conduit between OTTA and the Alderman's office and all other agencies that OTTA interacts with when necessary, and generally overseeing the daily activities of the triangle office. She is also responsible for sending out email blasts to alert members about up-coming activities as well as put together the OTTA Times Newsletter. Dee also helps to keep the OTTA website current and up to date. A holiday schedule for the facility has been established.

Leslie Wolfe explained her primary duties: she writes the checks, keeps the books, meets with the auditors, and oversees the art school (which has been in existence since 1956) with the goal of covering the cost to offer this program. We are considered tax-exempt specifically because we do offer an art school. She respectfully asks that board directors afford her reasonable lead time when requesting specific financial information. She organizes the student art show in June...she works with the gallery committee to select the various artists' exhibits which will be featured (usually one/month) for the ensuing calendar year. One of her most important roles is that of acting as a conduit for the Art Fair committee to other sub-committees...she gets the permits, works with the various art fair chairs and the Exhibitor committee. And finally, another of her important tasks is to set up the triangle for the openings of each of the monthly gallery exhibitions. She's always grateful for any help people can give her if they are available.

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**5: Motion to Return to Agenda:** Debbie Day moved to return to the agenda...Claire Leaman 2nded. Vote was 10-0; motion passed.

**6: Approval of Minutes:** Karen Pfendler presented the minutes from the December 13, 2011 Board Meeting along with the minutes from the Annual Membership Meeting/Election held January 26, 2012. David Pfendler moved to approve the minutes as presented...Debbie Day 2nded. Vote was 10-0; motion passed.

**7: Treasurer's Report:** Leslie Wolfe presented, on behalf of Claire Leaman, the Profit & Loss Budget Performance through the end of January '12 (copies of which will be attached to these minutes). She answered questions from the board and explained that we are slowly closing out our checking account with Northern Trust Bank and primarily using our checking account with North Community Bank. She also explained that the Northern-Clark Wisconsin Park (restricted funds) account was referred to ('in house') as Dan's Park. The funds in that account may only be expended on the Park at Wisconsin & Clark Streets. Claire will use the next month to become more familiar with all the financials.

Debbie Day moved to approve the Treasurer's report...Karen Pfendler 2nded; vote was 10-0; motion passed.

**8: Approval of Resolution Establishing Committees:** Vi asked for a motion to establish the committees as listed in the Agenda (with the addition of the Contributions Committee which was accidentally omitted) ...Debbie Day so moved...Lance Hornaday 2nded. Vote was 10-0; motion passed.

#### **9: Committee Reports:**

- **Art Fair:** Please see attached documents explaining the majority of what Chair Day reported to the board. Additional comments not included in the slide presentation: The city is now going to be collecting a \$25 fee for each artist that is exhibiting in the fair that will not be waived as it has been in the past. Some artists will be donating pieces to the live auction---of which OTTA will get 30%. Other vendors will also contribute and in many of those cases OTTA will get 100% of the auction sale. Architectural tours will be added to this summer's fair. Docents for these tours will need to be trained for this activity. Claire Leaman and Fran Tuite are co-chairs of what formerly was the Gallery of Gardens. Two years ago they added House History. This committee will look to the HD/PZ committee for advice on training the needed docents. Claire reports she has already spoken with the long time historical tour organizer from the Sheffield Garden Walks and is getting good suggestions. What was originally called the VIP tent is now called the HOT (Hospitality Oasis Tent) spot. Other major changes are the location of the music stage and the addition of a sculpture garden (representing 3 sculptor artists), located at the front of the HOT sight.
- **Capital Improvements:** Chair Alan Lougee reported the Air Conditioning upgrade will happen in the spring.
- **Communications:** Chair Robert Gibbs reported his committee's first meeting is scheduled for Feb. 22 @ 7:00p.m. See LRP (Long Range Plan) for stated goals. Committee will focus on the website & logo and look to get some professional marketing ideas...in Robert's words...his committee will consist of a "set of hands on folks" with a low budget, but high enthusiasm.
- **Continuing Education:** Chair Karen Pfendler reported that a new French class has started... Photoshop will begin on Feb 22 for an hour-and-a-half each session. Weight bearing classes continue...the committee will seek to come up with ideas for new offerings with the caveat that they fit into the already established triangle schedule. Karen was asked to investigate collaboration with the Old Town School of Folk Music to perhaps offer some types of music lessons offered at the triangle. She would look into this possibility.

- **Contributions (Grants):** Chair Claire Leaman will have her first report at the next board meeting. A suggestion was made by Phil Graff to return to the practice of handing out grants only once each calendar year. Vi Daley expressed that she thought it appropriate to have a special event where the

grants are distributed and the recipients recognized. It affords the recipient the opportunity to thank the organization. We would surely take pictures and feature this presentation in our publications.

- **Events/Gallery:** Chair Kim Hitchcock reported that Stuart Dybek's presentation attracted a considerable crowd... the majority, it seemed, were from outside our own membership. The first movie night featured 'Gentlemen Prefer Blondes'...it was much enjoyed by the attendees...A second movie night is planned for Feb. 28 @ 6:30 p.m. featuring the movie 'Breathless'. The Lincoln Hotel will be hosting a reception and tour on March 29, 2011, especially for OTTA Board members, committee chairs, committee members and their guests. Under consideration, another Bunny Hop, Peep show for the spring.
- **HD/PZ:** Chair Lance Hornaday reported his committee's first meeting will be Tuesday Feb 21 @ 7:00. Under discussion, the development of the 1909-1911 properties on Lincoln Park West... meeting with Landmarks, agenda & time TBD.
- **Membership:** Chair Karen Pfendler will meet with Dee to determine exact numbers regarding current status of our memberships. She will have more to report next board meeting. Phil Graff suggested establishing a Senior Lifetime Membership fee to fall in line with the other levels of membership being offered that were increased and adopted at the December '11 board meeting.
- **Neighborhood Improvements:** Chair Jeff Smith reported that Charlie Miller from Care of Trees and Chasse Rehwinkle of the 43<sup>rd</sup> Ward will attend the next meeting scheduled for Feb. 27, 2011 @ 7:00 p.m. Miller will discuss routine tree maintenance and his proposal to tackle the ash borer problem...his proposal will be attached to these minutes. He has also done an extensive survey of the Triangle trees and will report on that finding at the NIC meeting. Rehwinkle will discuss a beta-site rat eradication (abatement) program for the triangle.
- **Neighborhood Relations:** Chair Rick Hyer reported that Alderman Michele Smith is planning a Town Hall meeting to be hosted here at the Triangle, date & time TBD, regarding Marge's Still's desire to have an outside café area.

**10: Executive Director's Report:** Dee McKinsey continued the discussion on Triangle usage policies and the need to determine member/nonmember fee structure for future events/activities.

**11: Arts & Operations Director's Report:** Leslie Wolfe had nothing further to report.

**12: Old Business:** President Daley has asked the board to review the contents of the Long Range Plan and be prepared to discuss it at the next meeting.

**13: New Business:** President Daley wants the board to weigh in on the formation of a By-laws Committee and having an Archivist—both roles she has asked David Pfendler to be willing to undertake.

**14: Announcements:** There were no additional announcements. The guests were asked to identify themselves and share any remarks they wished to make with the board. They informed the board that they are all seeking election to various courts.

**Adjournment:** Kim Hitchcock moved to adjourn...Lance Hornaday 2nded...the board meeting was adjourned @ 8:55 p.m.

Respectfully submitted:

These minutes were approved on 3/13/12

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Karen Pfendler, Secretary