

## **Minutes of the OTTA Board of Directors Meeting October 12, 2021**

### **Members Present:**

Dee DeCarlo, Brad Neuman, Chris Nelson, Steve Nichols, Anne Giffels, Carly Jenkins, Darius Tandon, Shannon Waterfield, Sachi Kubo, Elaine Frei

### **Members Not Present:**

Zac Bleicher

Meeting called to order at 7:00PM.

### **Approval of Minutes:**

September minutes were sent via email prior to the meeting. Brad moved to approve and seconded by Anne. Minutes approved.

### **Treasurers Report:**

Brad emailed the Board in advance of the meeting with OTTA financials. Summary statement of income was discussed with the Board. Brad noted that the OTTA may have an ~10% increase in insurance premiums and will try to approach other carriers and emphasize efforts we are undertaking to reduce OTTA risk. We are about \$8500 ahead in operating income, so financials are looking sound.

### **Accessibility Committee:**

Eight members on the Committee. Committee met between September and October Board meetings and spent time deciding on goals of the Committee. As a first step, the Committee will review accessibility of the OTAF and how it could be improved.

### **Art Fair Report:**

Anne noted that the footprint of the 2022 OTAF will look like 2021, including total number of artists (n=215). Revenue is expected to be the same with 215 artists compared to 250 artists in years past because of slightly higher booth fees. Still looking for an Art Fair Vice Chair.

### **Bylaws Committee:**

Bylaws were reviewed by legal. Chris presented a track changes version of the Bylaws and reviewed each of the suggested edits with the Board. Members need to be notified of approved changes and the Committee will obtain any member feedback on these changes. Subsequently, at the November meeting the Board could ratify changes. Motion by Chris to present bylaw revisions to membership, seconded by Darius. Brad made three separate motions to amend the aforementioned bylaws revision—specifically, (a) there must be 8+ directors who must be in favor of litigation, (b) all votes that occur in Executive Session must be tallied/recorded in meeting minutes, and (c) keeping the OTAF President and HD/PZ chairperson separate. Seconded by Elaine. Vote took place on each motion. Motion #1 was approved (8 in favor, 2 opposed); Motion #2 was approved (unanimous); Motion #3 was not approved (3 in favor, 7 opposed). Motion by Chris that the bylaws with the two additions will be sent to members pending approval by legal counsel about the language in the two approved amendments. Motion approved.

### **Communications Committee:**

November 8<sup>th</sup> deadline for Committee reports for next newsletter. Steve is developing guidance/communications plan for sending out emails and other communication to members.

**Community Safety:**

Recommendation to create two subcommittees—a) Protecting Old Town Triangle and b) Community Engagement; Sachi described the proposed purview of each subcommittee. Goal to start these two subcommittees immediately. Another recommendation to have monthly meetings with Alderman Smith's office. Sachi also talked with Alderman Hopkins and his staffers, and it was suggested that the OTTA Board meet with Alderman Hopkins's office regularly regarding community safety. 18<sup>th</sup> District wants to host a safety assessment walk/Walk and Talk with Commander Hein. Sachi also recommended that the OTTA attempt to get to know the 18<sup>th</sup> District officers better, in part to increase officers' awareness of the work that OTTA performs.

**Events:**

Oktoberfest/Fall Fest is occurring on October 16<sup>th</sup>. Recommendation for next year's event to make it more fall themed and eco-friendly.

**Grants:**

No report

**HDPZ:**

Zac sent report to Board members in advance of the meeting. No report at meeting.

**Membership and Community Relations:**

Darius mentioned a template he would be drafting that could be used by current members to encourage individuals to join the OTTA. He will draft this template for the November Board meeting. The number of voting members is currently 386 and the total number of members is 535.

**Neighborhood Improvement Committee:**

Bricks order/program in full swing. There is some additional money in the budget that Elaine noted could be used to replace bricks in a communal space in the neighborhood. Three potential communal spaces were noted and the NIC will decide on which space to pursue.

**Nominating Committee:**

Darius indicated that the Nominating Committee had met, and plans were in place to identify and select the 2022 Board slate. It was noted that to be eligible for a Board position, a candidate must be a member of the OTTA for 90 days.

**A&O Director's Report:**

Opening last week of Art Show. Norman Bauer is the next show.

**Old Business:**

None

**New Business:**

No new business. Dee mentioned First Sight and the success of the event.

Motion to adjourn meeting by Dee at 8:48. Seconded by Chris.

**Old Town Triangle Association**  
**Balance Sheet**  
As of September 30, 2021

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
Bank Accounts	
1003 Byline Bank	0.00
1019 Wintrust Bank	0.00
1040 Wintrust	26,415.59
1041 PPP Loan Restricted Funds	0.00
Total 1040 Wintrust	\$ 26,415.59
1050 Wintrust CD	215,393.11
1060 BMO Harris CD	150,399.83
1070 Start Up Bank (cash for change)	0.00
1080 Vanguard Money Market Fund	252,433.23
Total Bank Accounts	\$ 644,641.76
Accounts Receivable	
1100 Accounts Receiv-not for entries	0.00
1101 Undeposited Funds Temporary	0.00
Total Accounts Receivable	\$ 0.00
<b>Other Current Assets</b>	
1110 Other Receivables-year accruals	229.10
1210 Undeposited Funds	275.00
1310 Inventory	0.00
1410 Prepaid Expenses-year accruals	10,905.53
Total Other Current Assets	\$ 11,409.63
<b>Total Current Assets</b>	\$ 656,051.39
<b>Fixed Assets</b>	
1510 Land	21,068.00
1520 Building	119,387.00
1530 Building Improvements	45,110.00
1540 Equipment	12,661.18
1550 Unit Improvements	49,277.83
1560 Construction in Progress	0.00
1620 Acc Depr - Building	-119,387.00
1630 Acc Depr - Bldg Improvements	-32,103.00
1640 Acc Depr - Equipment	-12,661.18
1650 Acc Depr - Unit Improvements	-17,509.97
Total Fixed Assets	\$ 65,842.86
<b>TOTAL ASSETS</b>	\$ 721,894.25
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2100 Accounts Payable	790.46
Total Accounts Payable	\$ 790.46
<b>Other Current Liabilities</b>	
2210 Other Current Liability accrual	0.00
2211 PPP Loan	0.00
2220 Payroll Liabilities	3,742.69
2221 Direct Deposit Liabilities	0.00
2222 Sales Tax Payable	650.16
2310 Revenue Deferred to Future Year	0.00
Total Other Current Liabilities	\$ 4,392.85
<b>Total Current Liabilities</b>	\$ 5,183.31
<b>Total Liabilities</b>	\$ 5,183.31
<b>Equity</b>	
3001 Old Equity Adjustments	0.00
3050 Net Assets (no restrictions)	695,972.39
3150 Temporarily Restricted Funds	14,670.44
Net Income	6,068.11
Total Equity	\$ 716,710.94
<b>TOTAL LIABILITIES AND EQUITY</b>	\$ 721,894.25

Tuesday, Oct 05, 2021 10:38:08 AM GMT-7 - Accrual Basis

**Old Town Triangle Association**  
**Profit and Loss**  
September 2021

	<b>Total</b>
<b>Income</b>	
4001 ME Member Dues	1,215.00
4100H Direct Public Support	0.00
4111 FI Donation for any use	100.00
Total 4100H Direct Public Support	\$ 100.00
4500H Art School Program	0.00
4510 AS Tuition	4,600.00
Total 4500H Art School Program	\$ 4,600.00
4600H Investment Income	0.00
4660 FI Interest Earned	375.39
Total 4600H Investment Income	\$ 375.39
4701 FI Rent Earned	25.00
4800H Merchandise & Other Income	0.00
4801 FI Book#1 -Our Old Town	20.00
4890 FI Misc exc.book shirt tote cal	20.00
Total 4800H Merchandise & Other Income	\$ 40.00
<b>Total Income</b>	\$ 6,355.39
<b>Gross Profit</b>	\$ 6,355.39
<b>Expenses</b>	
5100H Art School Costs	0.00
5111 AS Materials & Equipment	280.00
Total 5100H Art School Costs	\$ 280.00
5300H Neighborhood & Park Maintenance	0.00
5321 NE Clark Wisconsin Park	261.49
5331 NE Eugene Triangle Park Maint	574.00
5341 NE Other Parks Maintenance	348.00
5391 NE Trash Removal	778.85
Total 5300H Neighborhood & Park Maintenance	\$ 1,962.34
5900H Membership	0.00
5920 CO Newsletter Graphic Design	800.00
Total 5900H Membership	\$ 800.00
6100H Occupancy	0.00
6111 FI Condo Assessments	934.92
6120 FI Facility Maintenance	722.51
6131 FI Electricity	194.39
Total 6100H Occupancy	\$ 1,851.82
6300H Salaries	0.00
6310 FI Salaries	10,107.16
Total 6300H Salaries	\$ 10,107.16
6400H Payroll Taxes	0.00
6410 FI Payroll Taxes	773.20
Total 6400H Payroll Taxes	\$ 773.20
6600H Printing	0.00
6610 FI Printer Maintenance	509.92
6620 CO Printing - Newsletter	205.00
Total 6600H Printing	\$ 714.92
6700H Technology	0.00
6710 FI Computer Software Fees	26.55
6730 CO E-blast Service	53.54
6740 CO Web Hosting	63.51
Total 6700H Technology	\$ 143.60
7100H Accounting	0.00
7120 FI Payroll Expenses	56.00
Total 7100H Accounting	\$ 56.00
7205 FI Bankcard Fees Excl Art Fair	774.47
7810 FI Office Supplies	13.99
7910 FI Telephone & Internet	178.06
Total Expenses	\$ 17,855.56
<b>Net Operating Income</b>	-8 11,300.17
<b>Other Income</b>	
8100H Art Fair Receipts	0.00
8155 AF Friends (Patrons)	100.00
8185 AF Sponsorships	2,500.00
Total 8100H Art Fair Receipts	\$ 2,600.00
8200H First Sight Receipts	0.00
8210 FS Art Auction Proceeds	11,705.00
8220 FS Non-Ticket Revenue	15,500.00
8230 FS Entry Tickets	8,600.00
8240 FS Raffle Tickets	1,965.00
Total 8200H First Sight Receipts	\$ 37,770.00
<b>Total Other Income</b>	\$ 40,370.00
<b>Other Expenses</b>	
9200H First Sight Costs	0.00
9220 FS First Sight Party Costs	19,016.91
Total 9200H First Sight Costs	\$ 19,016.91
9500H Neighborhood Improvements	0.00
9510 NE Brick Program	3,313.46
Total 9500H Neighborhood Improvements	\$ 3,313.46
<b>Total Other Expenses</b>	\$ 22,330.37
<b>Net Other Income</b>	\$ 18,039.63
<b>Net Income</b>	\$ 6,739.46