



**Old Town Triangle Association
Board Meeting Minutes**

Date & Time: Tuesday, February 11, 2014 7:00 P.M.
Location: 1763 N. North Park Avenue—OTTA North Room

The February 11, 2014 regular meeting of the OTTA Board of Directors was called to order by President Rick Rausch, at 7:00 P.M. A Quorum was present. All the board members introduced themselves to each other.

Directors Present: Rick Rausch, Karen Pfendler, Claire Leaman, David Pfendler, Robert Jones, Chris Huff, Diane Gonzalez, Lance Hornaday, Anne Giffels

Directors Absent: John Knoche, Robert Gibbs

Others Present: Leslie Wolfe, Alyx Pattison (running for Alderman of the 2nd Ward), and Bill Barry

1: Discussion of the Bylaws: A brief discussion of the Bylaws was led by David Pfendler, current Bylaws chair. The President had emailed the recently amended copy of the Bylaws to each board member and asked them to review said document prior to tonight’s board meeting. There were several questions from 2 new board members which were answered succinctly. Director Pfendler reviewed the order of precedence of our legal authorities and then went on to answer the questions posed by the board members.

2: Approval of Minutes: Director David Pfendler moved to approve the 12-10-13 Board minutes as redacted from the secretary’s notes, a complete audio file of the meeting, and Board member corrections--- Director Anne Giffels 2nded--- motion carried.

3: Treasurer’s Report: Treasurer Leaman presented the *Profit & Loss Budget Performance* for the month of *January 31, 2014* as follows: **Income: \$23,083.50; Expenses: \$10,223.90; Net Income: \$12,859.60.** The report is always approved as presented.

	<u>Jan '13</u>	<u>Aug-Jan '14</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
001 · Association Revenue	230.02	4,364.00	15,100.00
019 · Program Revenue	3,142.22	28,599.23	61,300.00
250 · Fund Raising Events	0.00	900.00	39,000.00
330 · Art Fair Revenues (Art Fair Master Account)	19,711.26	41,860.31	377,600.00
200 – Neighborhood Improvement	0.00	186.00	
Total Income	<u>23,083.50</u>	<u>75,909.54</u>	<u>493,000.00</u>
Gross Profit	23,083.50	75,909.54	493,000.00
Expenses			
060 · Association Expenses	4,858.65	35,468.95	90,535.01
050 · Occupancy Expenses	1,889.91	14,165.11	42,024.99
040 · Program Expenses	1,640.34	23,507.82	69,160.00
230 · Neighborhood Improvements	0.00	8,091.77	50,900.00
270 · Fund Raising Event Expenses	0.00	0.00	23,700.00
300 · Art Fair Expenses	1,835.00	2,802.35	125,200.00
090 · Contributions Expenses (Grants given)	0.00	0.00	91,48.00

Total Expense	10,223.90	84,036.00	493,000.00
Net Ordinary Income	12,859.60	-8,126.46	0.00
Net Income	12,859.60	-8,126.46	0.00

Treasurer Leaman was asked by President Rausch to give a quick explanation of our procedure for reporting our financial position each month and to explain our Balance Sheet. She also reviewed our Association assets and explained how we earn income. The vast majority of our income comes from the Art Fair...the two largest sources for the Art Fair revenue are artist's fees and gates. She did an excellent job of parsing the financial aspects of our Association for the benefit of all the board members.

4: Resolution for the establishment of 2014 Subcommittees: A resolution for the establishment of the 2014 Subcommittees was presented. Director Pfindler moved to approve the 11 named Subcommittees...VP Jones 2nded....motion to establish the 2014 Subcommittees was approved.

5: Designation of Subcommittee Chairs: President Rausch presented his recommendations for the 2014 Subcommittee Chairs...they are: **Art Fair**, John Knoche; **Grants**, Diane Gonzalez; **Marketing & Communications**, Rob Gibbs; **Membership**, Karen Pfindler; **Neighbor Relations**, Karen Pfindler; **Continuing Education**, Claire Leaman; **Events**, Anne Giffels; **HD/PZ**, Lance Hornaday; **Neighborhood Improvement**, Robert Jones; **Bylaws**, David Pfindler; **Capital Improvements**, Chris Huff. Secretary Pfindler moved to accept the Presidents Subcommittee Chairs' designations...VP Jones 2nded....motion was approved.

6: STANDING COMMITTEES:

ART FAIR:

- **Art Fair Subcommittee:** Chair Knoche sent a report regarding: "Current/Ongoing/Important Activities (and things I think need repeating)
 1. Working to finalize sponsors and program advertisers – should well exceed revenue goal for sponsors and be close for program advertisers
 2. Applying artists have been juried and we should know in early March who has accepted the invitation to exhibit. 250 exhibitors will be selected.
 3. First Sight Gala Event will be held on Saturday June 7 – one week before the Fair. We anticipate the venue to hold 175 people and we anticipate the cost of the fundraiser will be \$100.00. I encourage you to tell friends and family to sign up as soon as tickets are available. I like to say you can have a party within a party and hope all Board members will attend. Steven Ivankovich has committed to buying 20 tickets and I am committed to buying 10.
 4. Speaking of Steven Ivankovich, he is also confident he can get a sponsor for the music stage (\$5,000.00 worth). If he can't find one he promises he will write a check and sponsor it himself – do you believe this guy! That is what I call commitment to the neighborhood! Thank him when you see him.
 5. To be clear on the **Patrons' Choice Barcelona Prize (PCBP):**
 - anyone who makes a \$7.00 donation at the gate gets a ballot
 - the ballot will have space for name of favorite artist and email of voter
 - voter casts ballot at Second City Booth
 - artist with most votes gets a trip for 2 to Barcelona
 - a ballot will be drawn and a lucky voter will also win a trip for 2 to Barcelona
 6. We are hoping to attract more local volunteer music talent this year, so if you are a musician or know any musicians please ask them to contact me. Also, if you know someone who could volunteer to manage the stage and public address system over the weekend, please have them contact me. This is a responsible job but would be fun.
 7. Note to Karen Pfindler – we will have a formal "training session" for gate captains to make sure it is well understood how the (PCBP) voting, tallying, prize, etc. works. Anticipate this to be in late May. I plan to have the explanations in writing at each gate but it can't hurt to have each captain well versed.
 8. Rob – could you schedule a meeting with the CTA folks for mid-March to see if we can get a stellar rate as you did last year on platforms?
 9. I plan to be back in early March and have pretty accessible Wi-Fi, so do not hesitate to contact me."

GOVERNANCE:

- **Bylaws Subcommittee:** Chair D. Pfindler stated there was no report per se...there are some small edits that need to be addressed in our Bylaws.
- **Capital Improvements Subcommittee:** Chair Huff was informed by Leslie Wolfe that we need a new pump in the kitchen for strengthening the circulation of the hot water from the boiler to our radiators. We also need to rod out our utility sinks.

EDUCATION AND PROGRAMS

- ***Continuing Education Subcommittee:*** Chair Leaman was assisted by former Chair K. Pfendler in reporting on what the Cont. Ed Subcommittee oversees. All the gallery exhibits have been selected for this current year.
- ***Events Subcommittee:*** Chair Anne Giffels reported that our Annual Election was a great success featuring some of our favorite local restaurants: During the past year Events held a yard sale, Oktoberfest, a winter fest, a Walk through Old Town, and the annual dinner. She would like to schedule another “Walk through Old Town” which would be a paid event this time---some movie nights---another Oktoberfest---etc. aiming for a range of activities.

MEMBER RELATIONS:

- ***Grants Subcommittee:*** Chair Gonzalez reported there were no updates for Grants Subcommittee as confirmed by former Chair Leaman.
- ***Marketing & Communications Subcommittee:*** Chair Gibbs sent an email reporting the following:
“I would like to continue on as the Marketing & Communications Subcommittee Chair. I’m afraid I am stuck in San Francisco and Seattle all next week for my work. My main update is that Diane Fitzgerald and I are finishing up the next OTTA newsletter for publishing/sending, and Phil Graff is working with the new website developer to address a few remaining items he wanted to test before we launch it. I also wanted to let everyone know that the old website will remain active and accessible as an archive, so absolutely no information will be removed.
Lastly, I will be attending the Chicago Volunteer Expo on Sunday, February 16th, with a booth for OTTA, scouting for potential volunteers for the Marketing & Communications Subcommittee. I would like to collect a box of any available OTTA info/leaflets on Saturday so I have something with which to dress up the booth. Many thanks, Rob.”
- ***Membership Subcommittee:*** Chair Karen Pfendler reported that the 3/1/14 membership renewal letters are in the process of being mailed out.
- ***Neighborhood Relations Subcommittee:*** Chair K. Pfendler had no updates to report.

INFRASTRUCTURE RESOURCES:

- ***HD/PZ Subcommittee:*** Chair Hornaday reported that his subcommittee met at the end of January regarding the plans for 1709 Hudson. The owners want to put on an addition that would include a garage with a roof deck. The subcommittee had no HD or Zoning issues with their plans, but two neighbors had objections relating to some proposed zoning exceptions for which the owner could most likely get an administrative adjustment. The adjacent neighbors still object to this project. Director Hornaday’s subcommittee had no objections regarding the plans, so they sent letters to Landmarks and the Alderman stating as much. The next scheduled presentation in March is for a 3 flat on Sedgwick very close to Twin Anchors which is going to be renovated into a single family dwelling.
- ***Neighborhood Improvement Subcommittee:*** Jeff Smith & Linda Sarli will be closing on their house and moving to Kenosha, WI very soon...Jeff was VP of the board for several years and they were both very active on NIC for many years. They will be sorely missed.

7: Arts & Operations Director’s Report: A committee is currently evaluating our email system. They are looking at Constant Contact as the possible replacement so please let her know if you have any familiarity with Constant Contact. We’ve been using Emma for a long time now. This same group brainstormed what they wanted a new email system to be able to do. If a new system adds to what we can do...then that’s great and would support the rationale to change systems---if not too much difference, then maybe not worth the change. Leslie will not be required to come back to the board to approve any possible change, but she will keep us up to date on what they’re learning and whether or not the decision is to go forward with a change. The cost of either is about the same.

8: Archivist Report: Archivist D. Pfendler is continuing to record & update the *resolution documents* history of the OTTA. He is currently working on setting up interviews with several 70+ years’ residents in our Triangle.

9: Old Business: There was no old business.

10: New Business: There was no new business.

11: Adjournment: VP Jones moved to adjourn... Director Giffels 2nded...the board meeting was adjourned @ 8:15 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 3/11/14.

Respectfully submitted,

Karen Pfendler, Secretary OTTA