



**Old Town Triangle Association
Board Meeting Minutes**

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

The March 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, Robert Jones, Diane Gonzalez, Anne Giffels, David Pfendler, John Knoche, Robert Gibbs

Directors Absent: Lance Hornaday, Chris Huff

Others Present: Leslie Wolfe, Phil Graff, Tom Leibig

1: Approval of Minutes: Director Giffels moved to approve the 2-11-14 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 presented the *Profit & Loss Budget Performance* for the month of *February 28, 2014* as follows: **Income: \$54,076.41; Expenses: \$18,961.31; Net Income: \$35,115.10.** The report is always approved as presented.

	<u>Month</u>	<u>YTD</u>	<u>Annual Budget</u>
	<u>Feb 14</u>	<u>Aug '13 - Feb 14</u>	<u>Aug '13 -Jul '14</u>
Ordinary Income/Expense			
Income			
001 · Association Revenue	609.68	4,973.68	15,100.00
019 · Program Revenue	5,640.20	34,239.43	61,300.00
200 · Neighborhood Improvement (Parks/parkways/trees/trash)	0.00	186.00	
250 · Fund Raising Events	0.67	900.67	39,000.00
330 · Art Fair Revenues (Art Fair Master Account)	<u>47,825.86</u>	<u>89,686.17</u>	<u>377,600.00</u>
Total Income	<u>54,076.41</u>	<u>129,985.95</u>	<u>493,000.00</u>
Gross Profit		129,985.95	493,000.00
Expense			
060 · Association Expenses	5,607.77	41,076.72	90,535.01
050 · Occupancy Expenses	5,970.43	20,135.54	42,024.99
040 · Program Expenses	6,140.37	29,648.19	69,160.00
230 · Neighborhood Improvements	476.64	8,568.41	50,900.00
270 · Fund Raising Event Expenses	0.00	0.00	23,700.00
300 · Art Fair Expenses	766.10	3,568.45	125,200.00
090 · Art Fair - Menomonee Club share (20% of net)	0.00	0.00	50,480.00
090 · Contributions Expenses (Grants given)	<u>0.00</u>	<u>0.00</u>	<u>41,000.00</u>
Total Expense	<u>18,961.31</u>	<u>102,997.31</u>	<u>493,000.00</u>
Net Ordinary Income	<u>35,115.10</u>	<u>26,988.64</u>	<u>0.00</u>
Net Income	<u>35,115.10</u>	<u>26,988.64</u>	<u>0.00</u>

3: President's Report: An association member filed two complaints under the Whistleblower Category. They were sent to the President. The President asked the other officers to review these complaints which they did. The president then responded to the individual complainant and the board members that were involved. The officers felt no action was required.

4: STANDING COMMITTEES:

ART FAIR:

➤ *Art Fair Subcommittee:* Chair Knoche presented the following Art Fair data:

Apps	600	\$35	\$21,000	
Artists	250	\$550	\$137,500	
Stefani's			\$56,000	
Patron's	20000	\$7	\$140,000	\$354,500
Ads	2nd City Comedy		\$500	
	Certa Pro		\$500	
	Green heart		\$500	
	Rexam		\$500	
	Art Institute		\$500	
	Raino Ogden		\$250	\$2,750
Cash	Sparkling ice	booth	\$2,000	
Sponsors	Harrington Design	booth	\$2,000	
	Rexam	booth	\$1,500	
	Art Institute	booth	\$1,000	
	Treasure island		\$2,500	
	Ivankovich		\$5,000	\$14,000
BCN cash	Treasure Island		\$7,500	
	Garzel Design		\$5,000	\$12,500
Children Corner			\$4,000	\$4,000
Friends of Fair			\$9,000	\$9,000
Merchandise			\$3,000	\$3,000
				\$399,750
First Sight - 15k net				\$23,000
In-Kind	2nd City Training	booth		vote counting
Sponsors	Stefani's			signage, media
	WXRT			radio ads
	Corona			beer - Thank You/1st Sight
	Accolade wines			Bellinis Thank You/ 1st Sight
	Kendall Jackson			wine- Thank You/1st Sight
Execute Mode			Great Chicago Fire Festival	
Map	Print Quotes		City Dept. of Cultural Affairs/Events	
TI Signage	Hire stage		Redmoon	
CTA	Gates/Ballots		15 wards	
Air Fare	Artist Aid Vehicle		*Side walk senates to tell history in summer	
Signage	Hot B-fast		*River procession from china town to Wacker	
Entertainment	First Sight Gala		*& Grand Spectacle on 10/4	
			*co-marketing activity	
			"large scale theatrical events to promote community, creativity, democracy"	

Chair Knoche reports that we are down 100 applications from 2013. Cash sponsors this year are over budget.

GOVERNANCE:

- ***Bylaws Subcommittee:*** Chair D. Pfendler had first meeting of the year. Had 3 items on their agenda: a) whistleblower policy b) subcommittee policies c) availability of the names and addresses of voting members to other voting members. According to the law, a list of names and addresses of voting members must be made available to another voting member upon request. President Rausch questioned whether or not the Board should choose the members of the various subcommittees. The lawyers felt that it was appropriate for the subcommittee chairs to select their own committee members. There will be more discussion regarding this topic down the road if needed.
- ***Capital Improvements Subcommittee:*** Chair Huff sent a report informing the board of the following:
 - Immediate Issues:*-the Concrete sidewalk on North side of the building inside the gate appears to be caving in (the back staircase leads to this area and garbage cans are left there; He will have a few people come out to look at it and coordinate with the condo association regarding our options.
 - Items Specific to the OTTA Property:*-Paint peeling on ceiling of north room (near north wall) due to past water damage from unit above. Need to test for moisture before painting. –Back door has significant corrosion at bottom and is leaking air. He will price out a couple of options for repair or replacement.
 - Condo Association Items-Long Term:* - Window replacement; - Boiler does not work off a thermostat and requires manual adjustments; - Tuck-pointingDirector Huff spent time with A & O Director Wolfe reviewing the OTTA's technology needs. He will be assisting her with evaluating options for improving data backups and security/antivirus needs.

EDUCATION AND PROGRAMS

- ***Continuing Education Subcommittee:*** A & O Dir. Wolfe reported that *Ovation*, Norman Baugher's show is now being displayed. The new Art Class sessions begin March 12, 2014.
- ***Events Subcommittee:*** Chair Anne cancelled A Walk through Old Town due to possible conflicts with weather conditions. Instead they will hold an Easter Egg Hunt the morning of April 19th primarily for members with young children. There will be coffee and light refreshments served. The event will run from about 10:00 -1:00 P.M. The next event will be the yard sale in August if events don't schedule something else between now and then.

MEMBER RELATIONS:

- ***Grants Subcommittee:*** Chair Gonzalez reported her committee had received 3 applications thus far. Her committee was going to be calling past recipients to remind them of the April 1st deadline. LaSalle students sent thank you notes for the scholarships we provided to them last year.
- ***Marketing & Communications Subcommittee:*** Chair Gibbs reports they are working on the next newsletter issue. There were 1200 attendees to the Peggy Notebaert Museum volunteer exposition. Chair Gibbs is still transcribing the list of interested volunteers. Both Rob & Diane are actively working on their successors for next year.
- ***Membership Subcommittee:*** Chair Karen Pfendler reported that the quarterly membership totals are 475 voting members and 679 total members. Renewals are continuing to be received. Maybe send out an Emma several days prior to the meeting.
- ***Neighborhood Relations Subcommittee:*** Chair K. Pfendler reported that the next CAPS meeting was scheduled to be held on 3/13/14 @7:00 here at our facility. All 4 beats within 10 Sector meet at that time.

INFRASTRUCTURE RESOURCES:

HD/PZ Subcommittee: Chair Hornaday's HDPZ report from their 2/18/14 meeting:

1. 1805 N Sedgwick proposed to renovate the exterior and convert to a single family from three units. No zoning adjustments requested. No façade changes to be made other than restoration. Proposed rear addition and roof deck addition fall within the historic guidelines and are compatible with the neighboring buildings. Our group had no objections.
2. 1760 -1762 N Clark requested zoning relief on its parking requirement for 1 car. This would enable them to legally continue to rent their two first floor apartments that appear to have been rented for years. Our group had no objection.
3. We discussed our Committee's approach to how neighbors should be notified. Our concept was to require neighbor notification prior to presenting to our group. We will look at a draft list of requirements in order to present to OTTA HDPZ at our next meeting.

- ***Neighborhood Improvement Subcommittee:*** We had to cancel our February meeting due to inclement weather.

5: Arts & Operations Director's Report: If the board members have any input regarding skills they might like a part time employee to have, please let Leslie know.

6: Archivist Report: Archivist D. Pfendler had no report.

7: Old Business: There was no old business.

8: New Business: 1) Selection of Subcommittee members: was discussed under the Bylaw committee report.

2) Proposed New OTTA Complaint Policy:

OLD TOWN TRIANGLE ASSOCIATION COMPLAINT POLICY

One or more voting members may file a complaint regarding the conduct of OTTA business with the Board of Directors by written submission to the Secretary. The Board shall review the complaint and report any action taken by the Board to the complaining member and the membership within sixty (60) days.

Drafted by the OTTA Bylaws Committee

March 5, 2014

The Board voted to rescind the Whistleblower policy of 2008 and replace it with the newly written Complaint Policy. The board voted to approve the new policy.

3) *The great Chicago Fire Festival* the city needs something like Mardi Gras this year. John wrote and said we were interested and we were selected. There is a meeting coming up which John will attend. He will then write up what is included in this event and bring details back to the board. There are 3 big components: the first is called Sidewalk Senate: this component tells the city's history; John believes we'll be lumped in with Wells Street Merchants and Residents; and the last group called Old Town will be from Wells to Halsted and Division to Chicago Ave. There will be 15 neighborhoods having events going on during this time period. Then there will be a procession from Chinatown to the river where everything will be burned. We need to have 5 people committed to working this event. Events will work with John on this event.

9: Adjournment: Secretary Pfendler moved to adjourn... Director D. Pfendler 2nded...the board meeting was adjourned @ 8:25 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 4/15/14.

Respectfully submitted,

Karen Pfendler, Secretary OTTA