



**Old Town Triangle Association  
Board Meeting Minutes**

**Date & Time:** Tuesday, May 13, 2014 7:02 P.M.  
**Location:** 1763 N. North Park Avenue—OTTA North Room

**The May 13, 2014** regular meeting of the OTTA Board of Directors was called to order by President Rick Rausch, at 7:01 P.M. A Quorum was present.

**Directors Present:** Rick Rausch, Karen Pfendler, Claire Leaman, Diane Gonzalez, Anne Giffels, David Pfendler, John Knoche, Lance Hornaday, Chris Huff

**Directors Absent:** Robert Jones, Robert Gibbs

**Others Present:** Leslie Wolfe, Barb Guttman (newly hired OTTA part time employee)

**1: Approval of Minutes:** Director Giffels moved to approve the 4-14-14 Board minutes as redacted from the secretary’s notes, a complete audio file of the meeting, and Board member corrections--- Director Hornaday 2nded—Treasurer Leaman said she would have to vote no as she hadn’t reviewed the minutes yet... the President said “Well, why don’t we just wait ‘til next time--- any objections?” Since there weren’t any audible objections, he tabled approval of the April 14, 2014 minutes until the July 8, 2014 meeting.

**2: Treasurer’s Report:** Treasurer Leaman presented the *Profit & Loss Budget Performance* for the month of **April 30, 2014** as follows: **Income: \$44,504.94; Expenses: \$26,565.07; Net Income: \$17,939.87.** The report is always approved as presented.

	Month	YTD	Budget
	<u>April '14</u>	<u>Aug '13 - Apr '14</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>001 - Association Revenue</b>	8,140.91	13,365.37	15,100.00
<b>019 - Program Revenue</b>	6,813.54	47,535.65	61,300.00
<b>200 - Neighborhood Improvement     (Parks/parkways/trees/trash)</b>	0.00	186.00	
<b>250 - Fund Raising Events</b>	1,250.00	2,150.67	39,000.00
<b>330 - Art Fair Revenues (Art Fair Master Account)</b>	<u>28,300.49</u>	<u>204,688.37</u>	<u>377,600.00</u>
<b>Total Income</b>	<u><b>44,504.94</b></u>	<u><b>267,916.06</b></u>	<u><b>493,000.00</b></u>
<b>Gross Profit</b>	<b>44,504.94</b>	<b>267,916.06</b>	<b>493,000.00</b>
<b>Expense</b>			
<b>060 - Association Expenses</b>	6,551.82	51,344.91	90,535.01
<b>050 - Occupancy Expenses</b>	2,159.24	24,156.60	42,024.99
<b>040 - Program Expenses</b>	6,487.78	42,215.52	69,160.00
<b>230 - Neighborhood Improvements</b>	1,524.93	10,608.30	50,900.00
<b>270 - Fund Raising Event Expenses</b>	0.00	0.00	23,700.00
<b>300 - Art Fair Expenses</b>	9,841.30	14,244.75	125,200.00
<b>090 - Art Fair - Menomonee Club share (20% of net)</b>	0.00	0.00	50,480.00
<b>090 - Contributions Expenses (Grants given)</b>	<u>0.00</u>	<u>3,000.00</u>	<u>41,000.00</u>
<b>Total Expense</b>	<u><b>26,565.07</b></u>	<u><b>145,570.08</b></u>	<u><b>493,000.00</b></u>
<b>Net Ordinary Income</b>	<u><b>17,939.87</b></u>	<u><b>122,345.98</b></u>	<u><b>0.00</b></u>

**3: President’s Report:** President Rausch welcomed Barb Guttman to the Board in her role as interim part time assistant to the OTTA A & O Director Leslie Wolfe. Barb began working during the first full week of May. She is with us on a 90 day contract basis working up to 20 hours/week. It will be renewable on a month to month basis after that. “Then we agreed we would sit down either in November or December or after 6 months” for further discussion of her tenure. Looking ahead President Rausch wants to start getting recommendations for a new nominating committee and prepare to discuss/adopt their recommendations which had been submitted to Vi Daley at the December Board Meeting in 2013. The President wants the Board to send him names for candidates to serve on the next nominating committee.

**4: STANDING COMMITTEES:**

**ART FAIR:**

- **Art Fair Subcommittee:** See Chair Knoche’s Art Fair Committee Report below: In addition to the following numbers Chair Knoche feels a need to ramp up the use of social media to help promote the fair. Second City students will man the Barcelona Raffle drawing during the fair. John stated he believed everyone should be eligible to win except himself. Up to this meeting only 45 tickets have been purchased to date.

**May Board Meeting Art Fair Update**

<b>Revenues</b>	<b>budget</b>	<b>forecast</b>		
ads/sponsors	\$18,500	\$29,250	\$10,750	
booth fees	\$139,000	\$141,000	\$2,000	corner booth fees not budget
	\$157,500	\$170,250	\$12,750	
<b>Expenses</b>	<b>budget</b>	<b>forecast</b>		
merchandise	\$3,000	\$300	\$2,700	
publicity	\$22,500	\$19,000	\$3,500	
gen ops	\$8,500	\$3,500	\$5,000	
signs/banners	\$3,000	\$2,000	\$1,000	
Booth refund	\$3,200	\$1,125	\$2,075	
web	\$2,000	\$0	\$2,000	
	\$42,200	\$25,925	\$16,275	
			<b>\$29,025</b>	
<b>Other Plan Goals</b>				
Grounds	\$18,500			
Security	\$12,750			
Gate Income	\$135,000	19286 * \$7		

**GOVERNANCE:**

- **Bylaws Subcommittee:** Chair D. Pfendler will be scheduling the next Bylaws Committee meeting for May 21, 2014. President Rausch stated that he had a couple of things “I’d like the committee to look at, and I’ll send you an email on that.” If anyone else has items to suggest to the Bylaw Committee, please do so...One of President Rausch’s items for review are the 2014 Nominating Committee recommendations.
- **Capital Improvements Subcommittee:** Chair Huff reported we repaired/replaced some equipment on the exterior doors of the south room so that the opening and closing of those doors would no longer impact on the condo owners above that room and so the security of the south room would be assured. We have a sinkhole issue out in back. Director Huff is seeking multiple quotes from reputable vendors to assess the problem and quote a repair price. He’s finding it difficult to get vendors to come out because of their extremely busy schedules. He is also hopeful of having a Condo Board meeting relatively soon. He guesses it’s been about a year since they had a meeting. Director Giffels suggested reading up on the Condo Bylaws.

**EDUCATION AND PROGRAMS**

- **Continuing Education Subcommittee:** A & O Dir. Wolfe reported that with the new artist’s show going up, the gallery committee has decided to hold the artist’s reception for his show on a Thursday evening not the usual Sunday afternoon to see if attendance will improve. Brett Wolf will be using the south room this session to teach judo to veterans and people who have various disabilities. There will be 2 separate classes. His students are already beginning to receive recognition awards for their achievements. The participants come from all over the city.
- **Events Subcommittee:** Chair Giffels reported on the host a table event sponsored by the Chicago Community Trust... about 40 people attended. She has lots of information to send back to the organizing community. Many familiar faces attended...but also sprinklings of new faces who don’t usually attend events were there. There will be more follow up with regard to the Great Chicago Fire event soon...not a lot of news yet. Director Giffels’ next event is the yard sale in august.

**MEMBER RELATIONS:**

- **Grants Subcommittee:** Chair Gonzalez submitted the following Grant recommendations:

<b>OTTA GRANTS COMMITTEE - 2014 Worksheet</b>		
	<b>Grants Committee</b>	
	<b>Requested Recommendation</b>	
	<b>2014</b>	<b>2014</b>
<b><u>GRANT APPLICANTS:</u></b>		
Lincoln Park HS - Performing Arts	10,000	8,500
Lincoln Park HS - Basketball	5,000	0
Lincoln Park HS - Friends of LPHS (FC	1,750	0
Abraham Lincoln Elementary	10,000	6,500
LaSalle Elementary - Arts Residency	6,900	6,900
LaSalle Elementary - Academic Schol	3,000	1,500
Franklin Elementary	5,000	5,000
Midwest Buddhist Temple	2,000	1,900
Deborah's Place	2,000	0
Lincoln Park Village	4,500	1,500
Facets Multi-media Inc.	1,000	0
Green City Market -Children's program	5,000	1,500
Lakefront Sculpture	3,500	3,500
St Michaels	3,000	0
Boy Scouts	3,000	3,000
Lincoln Park Community Research Init	2,500	1,200
Chicago Lights Tutoring ** NEW this	10,000	0
Church of the Three Crosses ** NEW	5,000	0
<b>TOTAL GRANTS</b>	<b>83,150</b>	<b>41,000</b>
	<b>Budget:</b>	<b>41,000</b>
	<b>Remaining:</b>	<b>0.00</b>

The President asked the Grant Committee Chair if she was making a motion for the Board to accept the above recommendations. She responded in the affirmative and continued on to explain the difficulty her committee had with making the final cuts. When the Secretary asked who seconded the motion to approve the Grants Recommendations, the President informed her that no second was necessary since the motion was made on behalf of the committee asking that the Board accept their recommendations. The board voted to approve the Grant Committee’s recommendations.

- **Marketing & Communications Subcommittee:** Chair Gibbs reports: “Very sorry I’ll be in NYC tomorrow and Wednesday – update from my side is that Anne is being a huge help in collecting/consolidating everyone’s recent input for the website and we are continuing to track towards an August launch. Also the newsletter is all in the process of being laid out by the designer, although she’s been on a short vacation so we are a few days behind – hoping to get to print asap.

Looking forward to meeting Barb and reviewing our overall Marketing and Communications work! Barb – welcome to the team! I will hope to schedule some time with you at our next committee meeting at the latest.

Best,

Rob” Director Giffels says that her hope is that all needed content will be updated by July 31.

- **Membership Subcommittee:** Chair K. Pfendler had no updates to report.
- **Neighborhood Relations Subcommittee:** Chair K. Pfendler reported that the CAPS meeting was held on May 9, 2014 with a very small complement of the 4 beats’ residents in attendance. The Devil Hot Dog venue has become a problem within the Sheffield neighborhood area mostly because they have a 4:00 A.M. license.

#### **INFRASTRUCTURE RESOURCES:**

- **HD/PZ Subcommittee:** Chair Hornaday reported that 1633 N. Hudson came back because they wanted to add a roof deck to their home. The Real Good Juice Company submitted a sidewalk café permit. As of this meeting there is nothing scheduled to be presented to the HD/PZ. The committee has completed a draft of a one page instruction sheet regarding the procedures to follow when making a presentation to the HD/PZ committee.
- **Neighborhood Improvement Subcommittee:** Secretary K. Pfendler reported that 1) Robert Wallace from the ward office attended our last meeting. There were 3 other guests in attendance: Mike & Jody Nash & Mark Noble, a new area resident. The Nashes were there because of the condition of the sidewalk in front of their property on Lincoln Park West--the sidewalk had been scheduled to be replaced a year ago by the alderman’s office...there is still no visible evidence that the work has begun yet. 2) The committee voted to offer a one month 40% special rebate to owners who wished to replace their *brick sidewalks*. This special rebate will end June 30, 2014 and any future rebates would revert back to 20%. The special rebate *only* applies to sidewalk replacement...not parkway brick replacement. Shannon Cecilia is the committee member overseeing the brick program. Treasurer Leaman feels there is not enough awareness regarding our brick and tree programs. NIC will work to address that problem. 3) The committee approved a proposal to replace 6 burning bushes in the Fern Court area along with laying mulch around the entire group of 66 bushes to insure that proper nourishment and water is received by the plants. 4) We set the spring clean date for May 17, 2014. 5) We inquired of Robert Wallace why the Rat Abatement program had not been initiated in our area...this program had been approved by the committee over 2 years ago. Robert said he would look into it. 6) Director D. Pfendler did a walk-through of our north & south Ogden parks to identify specifically which ash trees need to be removed. 7) Our park maintenance programs began the 1<sup>st</sup> of April...we care for the Wisconsin/Clark Park (Dan’s Park), the two pocket parks on Menomonee and Willow, and the Fern Court bushes near the Buddhist Temple area. All of these parks are in good shape.

**5: Arts & Operations Director’s Report:** Leslie had a very busy week last week and it has been helpful to have Barb working with her.

**6: Archivist Report:** Archivist D. Pfendler had no archival report to present.

**7: Old Business:** There was no old business.

**8: New Business:** VP Knoche would like us to do something about perhaps helping to refurbish the very dilapidated metal Old Town District sign hanging on the light pole. At one time Sue Samuels found one kind of metal signs, and there was another kind that Diane Gonzalez spoke about. The president asked NIC to look into the sign matter.

**9: Adjournment:** Secretary Pfendler moved to adjourn... Director Hornaday 2nded...the board meeting was adjourned @ 8:06 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 7/8/14.

Respectfully submitted,

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Karen Pfendler, Secretary OTTA