



**Minutes of the Board of Directors Meeting
December 12, 2017**

Steve Weiss called the meeting to order at 7:04 pm. A quorum was present.

Members Present: Steve Weiss, Karen Pfendler, Lynn Smith, Karl Hjerpe, Dee DeCarlo, Shannon Waterfield, Hans Pusch

Members Absent: Christy Cardenas, Robert Jones, Jordan Matyas

Others Present: Barb Guttman, Vi Daley

- ◆ **Approval of Minutes: Karen Pfendler:** Karen Pfendler moved to approve November 14, 2017 minutes, 2nd Dee DeCarlo.... approved
- ◆ **Treasurer’s Report: Christy Cardenas:** Budget performance numbers were emailed to board members for November 30, 2017.... there was no discussion; Barb reported that the accountant said from now on we must establish a specific amount to be listed in the approved budget; no more approving various and sundry invoiced amounts at individual board meetings; we’ll be required to add that number into the budget next year. Karen Pfendler moved to approve the audits for the tax returns; Steve Weiss 2nd....passed.

**Old Town Triangle Association
Profit & Loss Budget Performance
NOVEMBER 30, 2017 Budget Reconciliation
Ordinary Income/Expense**

	30-Nov-17	Year to Date	Annual Budget
Income			
Restricted Donations (Suzanne Flavin Scholarship Funds)	7,605.19	11,591.69	3,000.00 Scholarship
001 - Association Revenue	444.15	2,471.10	13,150.00 Interest & Rent
019 - Program Revenue	2,415.00	26,705.00	57,350.00 Tuition & Dues
200 - Neighborhood Improvement (Parks/parkways/trees/trash)	1,000.00	2,810.00	60,750 Exhibitor Fees
250 - Fund Raising Events	0.00	0.00	27,000.00
330 - Art Fair Revenues (Art Fair Master Account)	10,835.00	16,485.00	437,400.00
Total Income	22,299.34	60,062.79	537,900.00
Gross Profit	22,299.34	60,062.79	537,900.00
Expense			
66900 - Reconciliation Discrepancies	0.01	0.03	
060 - Association Expenses	10,503.32	33,744.72	107,100.00 Payroll, Salaries & Audit
050 - Occupancy Expenses	2,768.40	28,935.63	114,980.00 Fac. Maint. & Assmnts.

040 - Program Expenses	7,294.46	47,760.31	133,316.00 Art Inst. & Newsletter
230 - Neighborhood Improvements	12,736.39	34,993.97	96,500.00 Tree & Park Maint.
270 - Fund Raising Event Expenses	0.00	0.00	14,000.00
300 - Art Fair Expenses	2,190.42	5,193.16	112,474.00 Exhibitors & Entertain.
090 - Contributions Expenses	780.00	0.00	119,270.00 Menomonee Club
Total Expense	36,273.00	150,627.8	697,640.00
Net Ordinary Income	-13,973.66	-	-159,740.00
Other Income/Expense		90,565.03	
Other Expense	0.00	0.00	0.00
129A - Architectural Consultant	0.00	0.00	2,000.00
129 - Landmark Status (Additional budget item approved Feb 2017)	0.00	0.00	10,000.00
128 - Odgen Plaza Renovation	0.00	-	10,000.00
126 - Legal Fees - Defend HDP/Z	0.00	19,025.00	40,000.00
127 - Capital Improvements to OTTA	0.00	22,365.50	39,000.00
Total Other Expense	0.00	-	101,000.00
Net Other Income	0.00	41,390.50	-101,000.00
Net Income	-13,973.66	--	-260,740.00
		49,174.53	

- **President's Report: Steve Weiss**—No report given
- **North Park Menomonee Condo Association report: Hans Pusch:** OTTA is withholding their final payment until the agreed upon amendment is signed and filed with the city; OTTA sent letter to Condo Association stating that OTTA was withholding payment until amendment was signed; the Condo Attorney sent a response letting OTTA attorney know that he's working on the amendment wording; when it's written, OTTA plans to approve it; Jordan sent a letter to the Alderman and Landmarks stating that the porches were not in compliance with Landmarks guidelines; the bottom line is the porch project is making progress and should be completed soon.

- **COMMITTEE REPORTS:**

Art Fair: Lynn Smith: Art Fair web site has been updated to include the 2018 Art Fair information; there was a First Site meeting several weeks ago---they are still looking for venues; a possible name change for First Site is in the works---Kathy Clark & Merri Jones are chairing First Site; poster is nearly done; goal is to have it ready to present at the annual meeting;

Capital Improvements: Hans Pusch: No report given

Education & Outreach: Karl Hjerpe: Had a photographer take pictures of all the old art fair posters; the first site committee wanted to run a montage of pictures in the background during the event; there's a

big push to get a collection of all the old posters; Karl also would like to put all the old poster pictures online; completed their first real tour called “Houses of Worship” but they need a narrator who can relate the stories to the tour app; Karl has written the text---he now needs a voice over; Steve will work with Karl to find a narrator;

Events Committee: *Steve Weiss:* Had the Holiday event; very nice turnout; next event is the Annual meeting/dinner

Grants Committee: *Robert Jones/Dee DeCarlo:* Nothing to report to date.

HD/PZ Committee: *Jordan Matyas:* No report given

Membership/Communications Committee: *Chris Nelson:* reported 526 total membership; 416 voting members; consider working on permanent name tags for members to be used at various events.

Neighborhood Improvement Committee: *Shannon Waterfield:* met with Michele Smith about the bricks, & trees; finished the last tree trimming. Alderman Smith is trying to develop the same kind of tree program we have with the city for our brick program; large piece of pornographic graffiti needs to be removed from the side of a building on Sedgwick.

Youth Committee: *Weiss/Waterfield:* No report given

Arts & Operations Director’s Report: *Barb Guttman:* Was going to have the piano tuned but the tuner said the piano wasn’t worth it---now we need to be on the lookout for another piano. It would have cost \$400. We need to get more kids pictures for the children’s gallery exhibit. We need to get it up before Christmas. It’s difficult to secure children’s art work—Barb Guttman suggested perhaps doing it every other year. Be on the lookout for a children’s art instructor to do a classis for kids 13-18, or 9-14 years of age. Perhaps a water color class for an introduction to painting.

Unfinished Business: None

New Business: Chris Nelson said that he believes OTTA needs to purchase a new PA system. Board agreed---Steve Weiss said he will investigate a new system on Amazon and read the reviews. Steve will try to save \$400 or under. Also, should set an arbitrary range for our HDPZ legal fund. The auditors would like us to set a range for this fund.

- Karen Pfendler moved to go into an *Executive Session* at 8:15 P.M.
- Karen Pfendler moved to end *Executive Session* at 8:35 P.M. A 2017 Holiday Bonus in the amount of \$1,000 was approved for Barb Guttman.

Adjournment: Karen Pfendler moved to adjourn...Shannon Waterfield 2ndmeeting adjourned @ 8:35 P.M.

Respectively Submitted,

Karen Pfendler
OTTA Secretary