



## **Minutes of the OTTA Board of Directors Meeting**

**August 12, 2025**

**Board Members Present:** Matt Langer, Alan Lougee, Drew Roesch, Sony Oliff, Beth Burk, Lotika Pai, Ben Wolfe, Aneta Tomaszewicz

**Guests:** Barb Guttman, Phil Graff

**Board Members Absent:** Ray Clark, Dorothy (Dee) DeCarlo, Kim Thorstenson

**Meeting called to order:** 7:00 pm by Matt Langer, 1st Vice President

**Approval of Minutes:** Minutes from the July Board Meeting were approved as prepared by Sony Oliff.

**Treasurer's Report:** Drew Roesch presented the financials, reporting that the Art Fair exceeded expectations, generating approximately \$15,000 more in income than budgeted. Total net income from the Art Fair was approximately \$221,000. The Menomonee Club received 20% of this amount, a revised split from the previous 85% allocation. This agreement will be revisited in the upcoming year. Major expenses were related to salaries, payroll taxes, and insurance, which were in line with expectations. A \$150,000 loan is currently in place to support the Art Center renovations, and grant funding is still pending release from the Governor's Office. Budget versus actuals showed a shortfall of \$424 for the year, largely due to an expected \$570,000 grant not being received.

### **New Business:**

**1. Annual Budget 2025–2026 Review:** The Board discussed proceeding with an interim operating budget for August and September, with plans to finalize the full annual budget in September. A motion to approve the interim budget was made by Alan Lougee and seconded by Beth Burk. The motion was unanimously approved.

**2. Art Center Renovations:** All new furniture has been delivered, with the exception of one damaged tabletop, which is being replaced. Rebuilding exchange has begun removing outdated furniture and will return for remaining items. Radiators are being repainted as part of the final punch list. The space is noticeably brighter, and a full cleaning is scheduled prior to the reopening.

**3. 2025 (2026) Nominating Committee:** No new nominations have been received since January. Sony Oliff will send nomination guidelines to Alan Lougee. Potential committee members were discussed. Barb Guttman will check if a newsletter post had been made previously and if it could be re-issued.

4. **2025 Policy Documentation – Final Approval:** No comments were received on the 2025 policy drafts distributed to the Board. A motion to approve the policy documents was made by Matt Langer, seconded by Ben Wolfe, and passed unanimously.

5. **Board Confirmation of Officer and Director Replacements:** Alan Lougee will serve as First Vice President for the remainder of 2025. Karl Hjerpe will replace Beth Burk on the Board beginning with the September 9th meeting. Formal notices had been issued to the Board on July 15.

6. **NIC Study on Bricks Program:** Discussion was deferred to the September 25 meeting.

#### **Committee Reports:**

- **Art Fair:** The Board discussed the potential expansion of booths for the 2026 Art Fair. Conversations with Barb and Drew explored adding approximately 15 more booths, bringing the total from 235 to 250. Possible expansion areas include Wisconsin, North Park, and Lincoln Park West. Considerations were made regarding logistics, such as avoiding grease exposure near food vendors and the need for additional power sources. The general consensus was favorable, pending further planning and assessment.
- **Art Gallery:** Barb Guttman reported that a new show is currently up in the gallery. The featured artist, who has a background in photography, draws inspiration from his photographs taken in the 1970s and 1980s. He is expected to attend the upcoming Tuesday gallery hours. Feedback remains positive regarding the space.
- **Community Safety:** Ben Wolfe noted that the Slack sign-up issues were resolved, resulting in 15 new member registrations. A fall version of the Community Safety Flyer is under development and will be distributed at events including Oktoberfest.
- **Communications:** Sony Oliff shared that the first section of the Triangle Highlighter newsletter has been released, featuring articles on Diane Gonzalez, OTTA's historic designation, and a grant recipient. Plans are in motion to include the story of the center's renovation in the fall edition. Sony and Max are coordinating a formal promotional structure for Oktoberfest, including social media campaigns and flyers. Board members were encouraged to boost engagement by sharing posts.
- **Events:** Aneta Tomaszewicz reported that several successful summer events took place, including a farm field trip, Bastille Day celebrations, and the Ella Jenkins' street naming event. She acknowledged her committee's contributions, noting interest from several new attendees wanting to join OTTA. The Board recommended inviting these individuals to attend broader committee meetings. Oktoberfest is scheduled for September 27, and the band (Polka Confetti) has already been reserved.
- **Membership:** Dee DeCarlo was not present; no report.
- **Governance:** Ray Clark was not present; no report.
- **Grants:** Lotika Pai discussed potential changes to the grants process. The committee is considering awarding grants after Art Fair revenue is finalized, rather than budgeting beforehand. This shift would delay the cycle but better reflect actual financial resources. The Board acknowledged the change would require skipping one cycle but recognized the financial benefits. The final decision will be made prior to annual budget approval.

- **Historic District/Planning & Zoning:** The committee unanimously supported a proposal for a rooftop addition at 331 W Menomonee. The homeowner, Evan Jahn, provided extensive perspective tours to address visibility concerns. The design was praised for minimizing street visibility while obscuring an illegal rooftop feature. Committee members praised Jahn's respectful collaboration and suggested featuring his story in a Triangle Highlighter article to demystify the historic preservation process.
- **Neighborhood Improvements:** Kim Thorstenson was not present; no report.
- **Director of Operations Report:** Barb Guttmann commended Max for his design work and social media support. Max created promotional materials for the open house and has contributed significantly to Instagram engagement and event communications.

**Next Board Meeting:** September 9th, 2025, at 7:00 pm.

**Adjournment:** 7:59 pm

Old Town Triangle Association	
Balance Sheet	
As of August 31, 2025	
	Total
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1003 Byline Bank	0.00
1019 Wintrust Bank	0.00
1040 Wintrust	94,090.50
1041 PPP Loan Restricted Funds	0.00
Total 1040 Wintrust	\$ 94,090.50
1050 Wintrust CD	0.00
1060 BMO Harris CD	0.00
1065 First Internet Bank of Indiana	0.00
1066 First Internet of Indiana CD #2	0.00
1070 Start Up Bank (cash for change)	0.00
1080 Vanguard Money Market Fund	55,366.33
Total Bank Accounts	\$ 149,456.83
Accounts Receivable	
1100 Accounts Receiv-not for entries	1,000.00
Total Accounts Receivable	\$ 1,000.00
Other Current Assets	
1110 Other Receivables-year accruals	0.00
1210 Undeposited Funds	650.00
1310 Inventory	0.00
1410 Prepaid Expenses-year accruals	-395.20
Total Other Current Assets	\$ 254.80
Total Current Assets	\$ 150,711.63
Fixed Assets	
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 - Bdlg Improvements	-38,947.00
1640 Acc Depr - Equipment	-12,661.18
1650 Acc Depr - Unit Improvements	-25,289.97
Total Fixed Assets	\$ 51,218.86
TOTAL ASSETS	\$ 201,930.49
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	0.00
2110 Accounts Payable-year accruals	0.00
Total Accounts Payable	\$ 0.00
Other Current Liabilities	
2210 Other Current Liability accrual	0.00
2211 PPP Loan	0.00
2220 Payroll Liabilities	0.00
2221 Direct Deposit Liabilities	0.00
2222 Sales Tax Payable	0.00
2310 Revenue Deferred to Future Year	0.00
Total Other Current Liabilities	\$ 0.00
Total Current Liabilities	\$ 0.00
Total Liabilities	\$ 0.00
Equity	
3001 Old Equity Adjustments	0.00
3050 Net Assets (no restrictions)	238,385.39
3150 Temporarily Restricted Funds	8,160.44
Net Income	-44,615.34
Total Equity	\$ 201,930.49
TOTAL LIABILITIES AND EQUITY	\$ 201,930.49

Old Town Triangle Association				
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L				
August 2025				
	Total			
	Actual	Budget	over Budget	%of Budget
<b>Income</b>				
4001 ME Member Dues	1,670.00	1,083.33	586.67	154.15%
4100H Direct Public Support		0.00		
4111 FI Donation for any use		41.67	-41.67	0.00%
4112 CO Fee Offsets	462.45		462.45	
4143 FI Suzanne Flavin Restricted		-83.33	83.33	0.00%
Total 4100H Direct Public Support	\$ 462.45	\$ 41.66	\$ 504.11	-110.08%
4301 FI Grants Received		416.67	-416.67	0.00%
4500H An School Program		0.00		
4510 AS Tuition	14,955.00	5,416.67	9,538.33	276.00%
4530 AS Gallery Commission 25%	985.00	125.00	860.00	788.00%
4540 AS other not match or donation		83.33	-83.33	0.00%
Total 4500H An School Program	\$ 15,940.00	\$ 5,625.00	\$ 10,315.00	-283.38%
4600H Investment Income		0.00		
4601 FI Interest Earned	197.38	1,416.67	-1,219.29	13.93%
Total 4600H Investment Income	\$ 197.38	\$ 1,416.67	\$ 1,219.29	13.93%
4701 FI Rent Earned	337.00	375.00	-38.00	89.67%
4800H Merchandise & Other Income		0.00		
4901 FI Merchandise Shipping revenue	-22.00		22.00	
Total 4800H Merchandise & Other Income	\$ -22.00	\$ 0.00	\$ 22.00	
4900H Renovation Receipts		0.00		
4901 Renovation Receipts (refunds)		31,666.67	-31,666.67	0.00%
Total 4900H Renovation Receipts	\$ 0.00	\$ 31,666.67	\$ 31,666.67	0.00%
Total Income	\$ 16,384.83	\$ 68,541.68	\$ 41,956.85	-36.70%
Gross Profit	\$ 16,384.83	\$ 68,541.68	\$ 41,956.85	-36.70%
<b>Expenses</b>				
5100H An School Costs		0.00		
5101 AS Instruction Cost	2,862.00	3,666.67	-884.67	73.19%
5111 AS Materials & Equipment	277.24	166.67	110.57	165.34%
5141 AS Advertising		270.83	-270.83	0.00%
5151 AS Tuition Refund	120.00	125.00	-5.00	96.00%
5171 AS Gallery	3,381.66	533.33	2,848.33	104.51%
Total 5100H An School Costs	\$ 6,460.89	\$ 4,562.50	\$ 1,898.39	-148.39%
5300H Neighborhood & Park Maintenance		0.00		
531 NE Clark Wisconsin Park	300.00	291.67	8.33	102.88%
532 NE Elm Jenkins Park		125.00	-125.00	0.00%
533 NE Eugene Triangle Park Maint	49.75	83.33	-33.58	69.70%
534 NE Other Parks	460.99	541.67	-80.68	85.11%
535 NE Parkway Main-Trees		291.67	-291.67	0.00%
536 NE Plantings	388.96	250.00	138.96	147.58%
5362 NE Planters		162.75	-162.75	0.00%
539 NE Trash Removal	990.28	1,458.33	-468.05	67.91%
Total 5300H Neighborhood & Park Maintenance	\$ 2,169.98	\$ 3,284.42	\$ 1,114.44	-47.72%
5500H Community & Historic District		0.00		
5510 HD Historic Dist. Preservation		27.50	-27.50	0.00%
5520 HD Education & Outreach		91.67	-91.67	0.00%
5570 PH Recognition of Volunteers		41.67	-41.67	0.00%
Total 5500H Community & Historic District	\$ 0.00	\$ 168.84	\$ 168.84	0.00%
5700H Events		0.00		
5710 EV Oktoberfest	795.04	208.33	586.71	381.63%
5720 EV Annual Meeting		150.00	-150.00	0.00%
5730 EV Tastings		450.00	-450.00	0.00%
5740 EV Other Events	2,678.09		2,678.09	
5750 EV Third Thursday		250.00	-250.00	0.00%
5760 EV Montmartre - Twin Neighborhoods		83.33	-83.33	0.00%
5780 EV Concerts		125.00	-125.00	0.00%
5790 EV Midweek		166.67	-166.67	0.00%
Total 5700H Events	\$ 3,473.13	\$ 1,453.33	\$ 2,019.80	-242.31%
5900H Membership		0.00		
5910 ME Membership Benefits		208.33	-208.33	0.00%
5970 ME Contested Election		25.00	-25.00	0.00%
Total 5900H Membership	\$ 0.00	\$ 233.33	\$ 233.33	0.00%
6100H Occupancy		0.00		
6111 FI Condo Assessments	995.56	480.83	514.73	202.83%
6120 FI Facility Maintenance	802.47	780.00	22.47	102.88%
613 FI Repairs		333.33	-333.33	0.00%
6131 FI Electricity		158.33	-158.33	0.00%
Total 6100H Occupancy	\$ 1,798.03	\$ 1,762.49	\$ 35.54	102.82%
6300H Salaries		0.00		
6310 FI Salaries	8,935.78	8,400.00	535.78	106.38%
Total 6300H Salaries	\$ 8,935.78	\$ 8,400.00	\$ 535.78	106.38%
6400H Payroll Taxes		0.00		
6410 FI Payroll Taxes	853.60	588.67	264.93	125.03%
Total 6400H Payroll Taxes	\$ 853.60	\$ 588.67	\$ 264.93	125.03%
6500H Insurance		0.00		
6510 FI Insurance-Commercial&D&O	6,695.00	1,500.00	5,195.00	446.33%
6520 FI Insurance - Work Comp		133.33	-133.33	0.00%
Total 6500H Insurance	\$ 6,695.00	\$ 1,633.33	\$ 5,061.67	-409.90%
6600H Printing		0.00		
6610 FI Printer Maintenance		33.33	-33.33	0.00%
6620 CO Printing - Newsletter		250.00	-250.00	0.00%
Total 6600H Printing	\$ 0.00	\$ 283.33	\$ 283.33	0.00%
6700H Technology		0.00		
6710 FI Computer Software Fees	31.32	108.33	-77.01	28.91%
6720 ME Membership Database Software	200.00	166.67	33.33	174.00%
6730 CO ESelect Service	76.20	83.33	-7.13	93.84%
6740 CO Web Hosting	5.00	25.00	-20.00	20.00%
Total 6700H Technology	\$ 462.52	\$ 383.33	\$ 79.19	109.53%
7100H Accounting		0.00		
7110 FI Accounting & Audit	7,260.00	666.67	6,593.33	1088.99%
7120 FI Payroll Expenses	70.00	83.33	-13.33	84.00%
Total 7100H Accounting	\$ 7,330.00	\$ 750.00	\$ 6,580.00	-977.33%
7200 FI Bankcard Fees Best Art Fair	604.84	291.67	313.17	207.37%
7210 FI Bank Charges (not bankcard @)	4.43	20.83	-16.40	21.27%
Total 7200H Miscellaneous Expenses		0.00		
7800 FI Equipment		91.67	-91.67	0.00%
7810 FI Mailing of Notices		8.33	-8.33	0.00%
7890 FI Other Miscellaneous		41.67	-41.67	0.00%
Total 7800H Miscellaneous Expenses	\$ 0.00	\$ 141.67	\$ 141.67	0.00%
7910 FI Office Supplies	15.53	125.00	-109.47	12.42%
7915 FI Telephone & Internet	184.00	183.33	0.67	102.65%
Total Expenses	\$ 38,709.79	\$ 24,136.07	\$ 14,573.72	-160.38%
Net Operating Income	\$ -20,124.96	\$ 36,405.61	\$ 56,530.57	-55.28%
<b>Other Income</b>				
9100H An Fair Receipts		0.00		
9130 AF Booth Rental Fee		16,362.50	-16,362.50	0.00%
9135 AF Children's Corner		416.67	-416.67	0.00%
9140 AF Artist Parking		500.00	-500.00	0.00%
9150 AF Exhibitors		3,000.00	-3,000.00	0.00%
9155 AF Friends (Patrons)	240.00	1,458.33	-1,208.33	17.07%
9160 AF Gave		16,886.67	-16,886.67	0.00%
9170 AF Store Merchandise		833.33	-833.33	0.00%
9185 AF Sponsorships		2,083.33	-2,083.33	0.00%
9190 AF Food Vendors		3,720.00	-3,720.00	0.00%
Total 9100H An Fair Receipts	\$ 240.00	\$ 45,078.83	\$ 44,838.83	0.55%
9200H Annual Gala Receipts		0.00		
9209 GA Tickets		3,333.33	-3,333.33	0.00%
Total 9200H Annual Gala Receipts	\$ 0.00	\$ 3,333.33	\$ 3,333.33	0.00%
Total Other Income	\$ 240.00	\$ 48,462.16	\$ 48,155.16	0.51%
<b>Other Expenses</b>				
9100H An Fair Costs		0.00		
9130 AF Booth Refunds		208.33	-208.33	0.00%
9135 AF Children's Corner cost		100.00	-100.00	0.00%
9140 AF Graphic Design Fee		1,416.67	-1,416.67	0.00%
9145 AF Bankcard Fees	179.09	625.00	-445.91	28.80%
9146 AF Entertainment - Music		666.67	-666.67	0.00%
9150 AF Exhibitor's cost		1,583.33	-1,583.33	0.00%
9155 AF Friends - Printing & Postage		83.33	-83.33	0.00%
9157 AF Garden Walk		50.00	-50.00	0.00%
9160 AF Gave cost	683.00	583.33	99.67	117.00%
9162 AF General Operations	316.00	1,666.67	-1,350.67	18.96%
9164 AF Grounds & Maintenance		2,166.67	-2,166.67	0.00%
9166 AF Permits, Fees & Licensing		625.00	-625.00	0.00%
9170 AF Merchandise Store	254.29	583.33	-329.04	43.59%
9175 AF Occupancy 30%		513.00	-513.00	0.00%
9179 AF Publicity		208.33	-208.33	0.00%
9181 AF Sales Tax		83.33	-83.33	0.00%
9183 AF Security	1,785.00	3,333.33	-1,548.33	53.59%
9185 AF Salaries, Payroll Taxes, Insurance 50%	8,360.00	2,650.00	5,710.00	315.47%
9187 AF Thank You Party		583.33	-583.33	0.00%
9190 AF Buy Goods		333.33	-333.33	0.00%
9191 AF Chicago Sculpture Exhibit		333.33	-333.33	0.00%
9193 AF Website		41.67	-41.67	0.00%
Total 9100H An Fair Costs	\$ 11,578.38	\$ 18,437.38	\$ 6,859.79	-62.80%
9200H First Sight Costs		0.00		
9220 FS First Sight Party Costs		2,500.00	-2,500.00	0.00%
Total 9200H First Sight Costs	\$ 0.00	\$ 2,500.00	\$ 2,500.00	0.00%
9400 PH Major Projects		0.00		
9405 Condot Remodeling T&E reimbursement	605.52	51,666.67	-51,061.15	1.17%
9407 Renovation Costs excluding BOI	12,555.58		12,555.58	
Total 9400 PH Major Projects	\$ 13,161.10	\$ 51,666.67	\$ 38,505.57	-25.47%
9500H Neighborhood Improvements		0.00		
9510 NE Brick Program		208.33	-208.33	0.00%
9520 NE Parkways Purchase Trees		416.67	-416.67	0.00%
Total 9500H Neighborhood Improvements	\$ 0.00	\$ 625.00	\$ 625.00	0.00%
9700H Grants & Sharing w/ Other Orgs		0.00		
9710 FI Menomonee Club 20% An Fair		3,152.42	-3,152.42	0.00%
Total 9700H Grants & Sharing w/ Other Orgs	\$ 0.00	\$ 3,152.42	\$ 3,152.42	0.00%
Total Other Expenses	\$ 24,738.34	\$ 79,412.67	\$ 51,674.89	-32.38%
Net Other Income	\$ -24,498.38	\$ 28,867.21	\$ 3,517.53	-87.44%
Net Income	\$ -44,615.34	\$ 8,387.70	\$ 53,013.04	-531.28%