

# Minutes of the OTTA Board of Directors Meeting

April 8, 2025

## New Business:

1. **Welcome New Director - Dorothy (Dee) DeCarlo:** Dorothy DeCarlo was welcomed to the Board to complete the term as Membership Chair..
2. **Committee Strategic Plan:** Ray Clark reported that six strategic plan progress reports were submitted. Reports are not expected from the Art Fair, Grants, or Membership committees at this time. Reports are intended to measure activities/progress against the strategic plan, committee goals, and committee mission statements. Ray will distribute the submitted reports to the full Board.
3. **LaSalle Language Academy:** Kim Thorstenson shared an update on her April 2 meeting with Principal Rowland of LaSalle Language Academy. Topics included field rental policies, trash on the fields, Earth Day engagement, and field maintenance. Earth Day is scheduled for May 10, and LaSalle students may be invited to participate.
4. **Art Center Renovation Update:** Ray Clark provided an update on the Art Center Renovation. Construction is complete except for flooring, kitchen millwork, appliances, furniture, and technology. Flooring delivery has been delayed until after May 1. Phase one of furniture has been ordered, with phase two to follow. A meeting with the general contractor is being scheduled.
5. **New Officer/Director Orientation:** Part two of the New Officer/Director orientation was completed on March 30.
6. **Board Fiduciary Training:** Board fiduciary training is scheduled for April 15 via Zoom. A 25-page PowerPoint was distributed in advance for review.

## Committee Reports:

- **Art Fair:** Chris Nelson submitted his report via email, which was read by Matt Langer. Matt was confirmed as co-chair. The gate poster reveal event was well received. Final sponsorships are still being secured. Parking logistics are under discussion. The same food team from the prior year will manage food operations.
- **Art Gallery:** Barb Guttmann reported that the first show in the gallery will be the Triangle Center instructors/students show beginning in mid-May and staying through the Art Fair. LaSalle student art show will be hosted in the South Hall due to space needs. This show is a significant milestone for the eighth-grade students. Barb also introduced Don Yang, a new instructor who is active in the Urban Sketchers community. He has offered sold-out workshops and is expected to teach future sessions at OTTA.
- **Community Safety:** Ben Wolfe reported that the committee now includes five confirmed members and has begun holding monthly meetings. The committee will distribute spring safety tip handouts at the Earth Day event and is coordinating with Sergeant Schenk of the 18th District CPD to address safety issues near the LaSalle playground
- **Communications:** Sony Oliff reported continued progress on the Neighborhood Highlights series, including an interview with Diane Gonzalez. Communications efforts are being aligned with Events and Membership, including coordination with Dee DeCarlo.
- **Events:** Aneta Tomaszekiewicz reported via email that Lincoln Park High School

musicians will perform at Earth Day. The committee will meet April 14 to discuss a potential dog rescue event. A flower arrangement workshop is planned for May. The OTTA Cubs Game is set for May 6 with 60 tickets secured, and an application was submitted for the June 21 World Music Celebration.

- **Membership:** Dee DeCarlo emphasized the importance of collaboration across committees to support membership growth. She plans to establish a core working group and review strategic plan recommendations. Upcoming events such as Earth Day and Oktoberfest will include OTTA information tables and membership materials. The committee is reviewing membership demographics, particularly regarding neighborhood renters.
- **Governance:** Ray Clark reported that four of six goals are in final draft and under Governance Committee review. Policy drafts will be circulated and discussed at the May Board Meeting.
- **Grants:** Lotika Pai reported that three new members were invited to the committee, with one acceptance. The review of all grant applications will begin next week, with recommendations presented at the next Board meeting.
- **Historic District/Planning & Zoning:** Beth Burk reported on the HDPZ committee's continued assistance to neighbors with permit applications. The committee is considering fall programming aimed at attracting younger residents. Fern Hill will be on the zoning agenda on April 18. OTMRA has reached a verbal agreement with the developer, although final terms are pending.
- **Neighborhood Improvements:** Kim Thorstenson reported that Roy was hired to remove hazardous items identified in the neighborhood survey. One obstacle has already been removed for \$100, and eight additional tripping hazards are scheduled for removal.
- **Director of Operations Report:** Barb Guttman reported that most furniture orders are complete. Tables and chairs have been delayed to avoid early delivery during the busy Art Fair period.

**Next Board Meeting:** May 13, 2025, at 7:00 pm.

**Adjournment:** 7:50 pm.

<b>Balance Sheet</b>	
<b>Old Town Triangle Association</b>	
<b>As of March 31, 2025</b>	
<b>Distribution account</b>	<b>Total</b>
Assets	
Current Assets	
Bank Accounts	
1003 Byline Bank	
1019 Wintrust Bank	
1040 Wintrust	45,934.37
1041 PPP Loan Restricted Funds	
<b>Total for 1040 Wintrust</b>	<b>\$45,934.37</b>
1050 Wintrust CD	
1060 BMO Harris CD	
1065 First Internet Bank of Indiana	
1066 First Internet of Indiana CD #2	110,025.27
1070 Start Up Bank (cash for change)	
1080 Vanguard Money Market Fund	352,981.93
<b>Total for Bank Accounts</b>	<b>\$508,941.57</b>
Accounts Receivable	
1100 Accounts Receiv-not for entries	
<b>Total for Accounts Receivable</b>	<b>0.00</b>
Other Current Assets	
1110 Other Receivables-year accruals	
1210 Undeposited Funds	370.00
1310 Inventory	
1410 Prepaid Expenses-year accruals	-395.20
<b>Total for Other Current Assets</b>	<b>-\$25.20</b>
<b>Total for Current Assets</b>	<b>\$508,916.37</b>
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	
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
<b>Total for Fixed Assets</b>	<b>\$51,218.86</b>
Other Assets	
<b>Total for Assets</b>	<b>\$560,135.23</b>
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	
2110 Accounts Payable-year accruals	
<b>Total for Accounts Payable</b>	<b>0.00</b>
Credit Cards	
Other Current Liabilities	
2210 Other Current Liability accrual	
2211 PPP Loan	
2220 Payroll Liabilities	
2221 Direct Deposit Liabilities	
2222 Sales Tax Payable	
2310 Revenue Deferred to Future Year	
<b>Total for Other Current Liabilities</b>	<b>0.00</b>
<b>Total for Current Liabilities</b>	<b>0.00</b>
Long-term Liabilities	
<b>Total for Liabilities</b>	<b>0.00</b>
Equity	
3050 Net Assets (no restrictions)	666,494.85
Net Income	-114,980.06
3001 Old Equity Adjustments	
3150 Temporarily Restricted Funds	8,620.44
<b>Total for Equity</b>	<b>\$560,135.23</b>
<b>Total for Liabilities and Equity</b>	<b>\$560,135.23</b>

Old Town Triangle Association				
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L				
August 2024 - March 2025				
	Total			
	Actual	Budget	over Budget	% of Budget
Income				
4001 MEMember Dues	11,915.80	8,666.64	3,249.16	137.49%
4100H Direct Public Support			0.00	
4111 FI Donation for any use	4,515.73	333.36	4,182.37	1354.61%
4143 FI Suzanne Flavin Restricted	-1,475.00	-666.64	-808.36	221.26%
Total 4100H Direct Public Support	\$ 3,040.73	-\$ 333.28	\$ 3,374.01	-912.36%
4301 FI Grants Received		3,333.36	-3,333.36	0.00%
4500H Art School Program		0.00	0.00	
4510 AS Tuition	48,195.00	43,333.36	4,861.64	111.22%
4530 AS Gallery Commission 10%	1,285.85	1,000.00	285.85	128.59%
4540 AS other-not merch or donation	1,680.00	666.64	1,013.36	252.01%
Total 4500H Art School Program	\$ 51,160.85	\$ 45,000.00	\$ 6,160.85	113.69%
4600H Investment Income			0.00	
4660 FI Interest Earned	16,419.35	11,333.36	5,085.99	144.88%
Total 4600H Investment Income	\$ 16,419.35	\$ 11,333.36	\$ 5,085.99	144.88%
4701 FI Rent Earned	915.00	3,000.00	-2,085.00	30.50%
4800H Merchandise & Other Income			0.00	
4897 FI Merchandise Shipping revenue	-1.10		-1.10	
Total 4800H Merchandise & Other Income	-\$ 1.10	\$ 0.00	-\$ 1.10	
4900H Renovation Receipts			0.00	
4901 Renovation Receipts (refunds)		380,000.00	-380,000.00	0.00%
4902 Donations to Renovation	4,000.00		4,000.00	
Total 4900H Renovation Receipts	\$ 4,000.00	\$ 380,000.00	-\$ 376,000.00	1.05%
Total Income	\$ 87,450.63	\$ 451,000.08	-\$ 363,549.45	19.39%
Gross Profit	\$ 87,450.63	\$ 451,000.08	-\$ 363,549.45	19.39%

Expenses				
5100H Art School Costs			0.00	
5101 AS Instruction Cost	27,954.37	29,333.36	-1,378.99	95.30%
5111 AS Materials & Equipment	981.03	1,333.36	-352.33	73.58%
5141 AS Advertising	1,228.00	1,500.00	-272.00	81.87%
5151 AS Tuition Refund	1,440.00	1,000.00	440.00	144.00%
5171 AS Gallery	1,125.32	2,666.64	-1,541.32	42.20%
Total 5100H Art School Costs	\$ 32,728.72	\$ 35,833.36	-\$ 3,104.64	91.34%
5300H Neighborhood & Park Maintenance			0.00	
5321 NI Clark Wisconsin Park	2,058.56	2,333.36	-274.80	88.22%
5325 NI Ela Jenkins Park	-935.00	1,000.00	-1,935.00	-93.50%
5331 NI Eugenie Triangle Park Maint	429.02	666.64	-237.62	64.36%
5341 NI Other Parks	4,553.25	4,333.36	219.89	105.07%
5351 NI Parkway Maint-Trees		2,333.36	-2,333.36	0.00%
5361 NI Plantings	1,099.52	2,000.00	-900.48	54.98%
5362 NI Planters		1,302.00	-1,302.00	0.00%
5391 NI Trash Removal	10,243.73	11,666.64	-1,422.91	87.80%
Total 5300H Neighborhood & Park Maintenance	\$ 17,449.08	\$ 25,635.36	-\$ 8,186.28	68.07%
5500H Community & Historic District			0.00	
5510 HD Historic Dist. Preservation	299.00	220.00	79.00	135.91%
5520 HD Education & Outreach	290.00	733.36	-443.36	39.54%
5570 PR Recognition of Volunteers	424.65	333.36	91.29	127.38%
Total 5500H Community & Historic District	\$ 1,013.65	\$ 1,286.72	-\$ 273.07	78.78%
5700H Events			0.00	
5710 EV Oktoberfest non-fund raising	1,234.03	1,666.64	-432.61	74.04%
5720 EV Annual Meeting non-fundrais.	1,599.27	1,200.00	399.27	133.27%
5730 EV Tastings	10.40	3,600.00	-3,589.60	0.29%
5750 EV Third Thursday	605.40	2,000.00	-1,394.60	30.27%
5760 EV Montmartre - Twin Neighborhoods		666.64	-666.64	0.00%
5780 EV Concerts	10.40	1,000.00	-989.60	1.04%
5790 EV Halloween	10.39	1,333.36	-1,322.97	0.78%
Total 5700H Events	\$ 3,469.89	\$ 11,466.64	-\$ 7,996.75	30.26%
5900H Membership			0.00	
5910 ME Membership Benefits	0.00	1,666.64	-1,666.64	0.00%
5970 ME Contested Election		200.00	-200.00	0.00%
Total 5900H Membership	\$ 0.00	\$ 1,866.64	-\$ 1,866.64	0.00%
6100H Occupancy		0.00	0.00	
6111 FI Condo Assessments	7,852.48	6,282.00	1,570.48	125.00%
6120 FI Facility Maintenance	7,194.07	6,240.00	954.07	115.29%
6121 FI Repairs		2,666.64	-2,666.64	0.00%
6131 FI Electricity	1,496.91	1,226.64	270.27	122.03%
Total 6100H Occupancy	\$ 16,543.46	\$ 16,415.28	\$ 128.18	100.78%
6300H Salaries			0.00	
6310 FI Salaries	71,968.18	67,200.00	4,768.18	107.10%
Total 6300H Salaries	\$ 71,968.18	\$ 67,200.00	\$ 4,768.18	107.10%
6400H Payroll Taxes			0.00	
6410 FI Payroll Taxes	5,423.80	4,533.36	890.44	119.64%
Total 6400H Payroll Taxes	\$ 5,423.80	\$ 4,533.36	\$ 890.44	119.64%
6500H Insurance		0.00	0.00	
6510 FI Insurance-Commercial/D&O	16,082.00	12,000.00	4,082.00	134.02%
6520 FI Insurance -Work Comp	1,160.00	1,066.64	93.36	108.75%
Total 6500H Insurance	\$ 17,242.00	\$ 13,066.64	\$ 4,175.36	131.95%
6600H Printing			0.00	
6610 FI Printer Maintenance		266.64	-266.64	0.00%
6620 CO Printing - Newsletter	3,025.61	2,000.00	1,025.61	151.28%
Total 6600H Printing	\$ 3,025.61	\$ 2,266.64	\$ 758.97	133.48%
6700H Technology		0.00	0.00	
6710 FI Computer Software Fees	1,005.37	866.64	138.73	116.01%
6720 ME Membership Database Software	1,015.00	1,333.36	-318.36	76.12%
6730 CO E-blast Service	625.60	666.64	-41.04	93.84%
6740 CO Web Hosting	109.51	200.00	-90.49	54.76%
Total 6700H Technology	\$ 2,755.48	\$ 3,066.64	-\$ 311.16	89.85%
7100H Accounting			0.00	
7110 FI Accounting & Audit	2,212.50	5,333.36	-3,120.86	41.48%
7120 FI Payroll Expenses	590.00	666.64	-76.64	88.50%
Total 7100H Accounting	\$ 2,802.50	\$ 6,000.00	-\$ 3,197.50	46.71%
7205 FI Bankcard Fees Excl Art Fair	4,114.41	2,333.36	1,781.05	176.33%
7210 FI Bank Charges (not bankcard)	29.12	166.64	-137.52	17.47%
7600H Miscellaneous Expenses			0.00	
7610 BL By-law s Legal Review	2,500.00	1,666.64	833.36	150.00%
7660 FI Equipment	1,112.95	733.36	379.59	151.76%
7670 FI Mailing of Notices	73.00	66.64	6.36	109.54%
7690 FI Other Miscellaneous	454.86	333.36	121.50	136.45%
Total 7600H Miscellaneous Expenses	\$ 4,140.81	\$ 2,800.00	\$ 1,340.81	147.89%
7810 FI Office Supplies	1,599.19	1,000.00	599.19	159.92%
7910 FI Telephone & Internet	1,539.46	1,466.64	72.82	104.97%
7999 FI Depreciation		3,666.64	-3,666.64	0.00%
Total Expenses	\$ 185,845.36	\$ 200,070.56	-\$ 14,225.20	92.89%
Net Operating Income	-\$ 98,394.73	\$ 250,929.52	-\$ 349,324.25	-39.21%

Other Income				
8100H Art Fair Receipts			0.00	
8130 AF Booth Rental Fee	202,137.50	130,900.00	71,237.50	154.42%
8135 AF Children's Corner		3,333.36	-3,333.36	0.00%
8140 AF Artist Parking		4,000.00	-4,000.00	0.00%
8150 AF Exhibitors	37,005.00	24,000.00	13,005.00	154.19%
8155 AF Friends (Patrons)		11,666.64	-11,666.64	0.00%
8160 AF Gates	12.00	133,333.36	-133,321.36	0.01%
8170 AF Store Merchandise	30.00	6,666.64	-6,636.64	0.45%
8171 AF Merchandise Offsite Seller	25.60		25.60	
8185 AF Sponsorships	2,500.00	16,666.64	-14,166.64	15.00%
8190 AF Food Vendors	5,800.00	30,000.00	-24,200.00	19.33%
Total 8100H Art Fair Receipts	\$ 247,510.10	\$ 360,566.64	-\$ 113,056.54	68.64%
8200H Annual Gala Receipts			0.00	
8210 GA Auction Proceeds	13,905.02		13,905.02	
8220 GA Non-Ticket Revenue	1,630.00		1,630.00	
8230 GA Tickets	30,175.00	26,666.64	3,508.36	113.16%
8240 GA Raffle Tickets	2,325.00		2,325.00	
8250 GA Sponsorships	6,500.00		6,500.00	
Total 8200H Annual Gala Receipts	\$ 54,535.02	\$ 26,666.64	\$ 27,868.38	204.51%
Total Other Income	\$ 302,045.12	\$ 387,233.28	-\$ 85,188.16	78.00%
Other Expenses				
9100H Art Fair Costs			0.00	
9130 AF Booth Refunds	6,200.00	1,666.64	4,533.36	372.01%
9135 AF Children's Corner cost		800.00	-800.00	0.00%
9143 AF Graphic Design Fee	3,000.00	11,333.36	-8,333.36	26.47%
9145 AF Bankcard Fees	2,485.35	5,000.00	-2,514.65	49.71%
9146 AF Entertainment - Music	707.50	5,333.36	-4,625.86	13.27%
9150 AF Exhibitors cost	9,407.64	12,666.64	-3,259.00	74.27%
9155 AF Friends - Printing & Postage		666.64	-666.64	0.00%
9157 AF Garden Walk		400.00	-400.00	0.00%
9160 AF Gates cost		4,666.64	-4,666.64	0.00%
9162 AF General Operations	1,802.08	13,333.36	-11,531.28	13.52%
9164 AF Grounds & Maintenance		17,333.36	-17,333.36	0.00%
9166 AF Permits, Fees & Licensing	1,031.32	5,000.00	-3,968.68	20.63%
9170 AF Merchandise Store		4,666.64	-4,666.64	0.00%
9175 AF Occupancy 20%		4,104.00	-4,104.00	0.00%
9177 AF Program Book		1,666.64	-1,666.64	0.00%
9179 AF Publicity	10,971.00	23,333.36	-12,362.36	47.02%
9181 AF Sales Tax	-755.10	666.64	-1,421.74	-113.27%
9183 AF Security		26,666.64	-26,666.64	0.00%
9185 AF Salaries, Payroll Taxes, Insurance 20%	10,000.00	21,200.00	-11,200.00	47.17%
9187 AF Thank You Party		4,666.64	-4,666.64	0.00%
9189 AF Grants		20,000.00	-20,000.00	0.00%
9190 AF Boy Scouts		2,666.64	-2,666.64	0.00%
9191 AF Chicago Sculpture Exhibit		2,666.64	-2,666.64	0.00%
9193 AF Website	0.00	333.36	-333.36	0.00%
Total 9100H Art Fair Costs	\$ 44,849.79	\$ 190,837.20	-\$ 145,987.41	23.50%
9200H First Sight Costs			0.00	
9210 FS Art Auction Artist	800.00		800.00	
9220 FS First Sight Party Costs	31,366.44	20,000.00	11,366.44	156.83%
Total 9200H First Sight Costs	\$ 32,166.44	\$ 20,000.00	\$ 12,166.44	160.83%
9405 PR Major Projects	0.00		0.00	
9406 Center Renovations T/B reimbursed	239,830.50	380,000.00	-140,169.50	63.11%
9407 Renovation Costs excluding SOI	1,783.72	43,333.36	-41,549.64	4.12%
Total 9405 PR Major Projects	\$ 241,614.22	\$ 423,333.36	-\$ 181,719.14	57.07%
9500H Neighborhood Improvements			0.00	
9510 NI Brick Program		1,666.64	-1,666.64	0.00%
9520 NI Parkways Purchase Trees		3,333.36	-3,333.36	0.00%
Total 9500H Neighborhood Improvements	\$ 0.00	\$ 5,000.00	-\$ 5,000.00	0.00%
9700H Grants & Sharing w/ Other Orgs			0.00	
9710 FI Menomonee Club 20% Art Fair		25,459.36	-25,459.36	0.00%
Total 9700H Grants & Sharing w/ Other Orgs	\$ 0.00	\$ 25,459.36	-\$ 25,459.36	0.00%
Total Other Expenses	\$ 318,630.45	\$ 664,629.92	-\$ 345,999.47	47.94%
Net Other Income	-\$ 16,585.33	-\$ 277,396.64	\$ 260,811.31	5.98%
Net Income	-\$ 114,980.06	-\$ 26,467.12	-\$ 88,512.94	434.43%