**Westside Neighborhood Association**

**Board of Directors Meeting**

**Minutes – July 18, 2013**

**In Attendance**

Joshua Boehme, Dan Boutell, Danielle Casavant, Suzanne Knight, Keith Kris, Michael Schury, Paul Pratt, Jackie Payne, Jen Long and Cassandra Nelson

**Excused**

Cathy Bacile Cunningham, John Stratton, Sara McCormick and Ellie Wong

**Call to Order**

Schury called the meeting to order at 6:02 pm.

**Approval of Agenda**

Kris moved approval of the agenda with the addition of the topic of candidate endorsing posts on Facebook, seconded by Boehme.

 **APPROVED**

**Approval of Minutes**

Schury asked if there were any corrections for the Minutes from June 20, 2013. No corrections were noted. Boutell moved approval of the minutes as presented, seconded by Kris.

 **APPROVED**

**Old Business**

Schury noted that Casavant included a listing of all “Action Items” from the previous four meetings in the board packet. A review took place with many of the Action Items being closed. Action Items from previous meeting will be reviewed at each meeting.

***Home Tour Booklets:*** Schury will send a list of the booklets he has and those he still needs in order to have a complete set for scanning.

***Tree Planting:*** Schury reported that Paul Holland will coordinate the late winter tree planting in the neighborhood. No details are known other than that the City of Lansing will drop a load of bare root trees on a Friday that Paul designates.

***Safety Concerns at Scribbles & Giggles:*** Casavant reported that she redrafted the letter shared at the June meeting, as directed by the board, sharing safety concern issues around Scribble and Giggles. Schury signed and mailed the letter on Tuesday, July 16, 2013. Not enough time has passed for a response.

***T-Shirts:*** Knight is seeking members for ad-hoc committee to design and order t-shirts in time for them to be available for sale at the annual meeting. This committee will be added to the regular agenda for the duration of its work.

***Mailbox at Letts:*** Casavant delivered a mailbox to Letts Community Center. It came in under the $50 budget at $32.59. Awna Ari of Letts indicated the mailbox would be mounted soon.

**President’s Report**

Schury reported that he has begun scanning Westside Home Tour booklets and has one complete.

**Treasurer’s Report**

Boehme reported that he moved some funds to savings. There was a Lugnuts ticket payment in and out since the report was prepared.

**Westside History Committee Report**

Schury discussed with the board that there has been little communication with our volunteer author for the history project, Matthew Miller. It was noted that he is a volunteer, but that regular communication is necessary. The board agreed that Schury should contact Miller and ask for a report on progress and timeline for the next meeting.

**Communications Committee Report**

There was a very lengthy and intense discussion regarding posts to the WNA Facebook group by neighbors or candidates for office that support those candidates. It was moved by Boutell and seconded by Payne to have Cunningham, Voter Education Chair, post the following on Facebook: *In order to protect the Westside Neighborhood Associations 501(c)(3) status, we must prohibit any posts that intend to influence support for or against any candidate for elected office.* Additionally, as some posts may fall into a gray area, a vote by the board, likely via email, may be necessary to determine if a post violates this prohibition. Pratt strongly disagreed and voted against the motion. All others were in favor.

**APPROVED**

Boutell shared that although we were billed for printing in June, he presented the original email to LNC that indicated they would begin charging for printing in July. The bill has been voided. The next deadline for article and ad submission is August 31.

**Summer Social Event Committee Report**

Schury shared that McCormick needs those helping to set up for the picnic to arrive at 10:00 am. We are partnering with Men Making a Difference as they rented the park in advance of WNA’s request. It is shaping up to be a great event.

**Community Center Liaison Report**

Schury noted that a volunteer for this position is still needed.

**Grants Committee Report**

Nelson will need copies of the receipts from the Summer Event and the Neighborhood Watch/Night Out events as soon as possible after each takes place. Reports are due to the LNC within a week of the event taking place.

**MLK Garden**

 Nelson reported that the compost bins are in place and being used.

**Crime & Safety Committee Report**

Payne reported on the upcoming Neighborhood Night Out being hosted by the Lenawee Neighborhood Watch Group. All details are being compiled on a flier that will be shared on Facebook and our website. Everyone is invited to join them at the 1200 block of Lenawee from 6:00 – 8:00 pm on August 13.

**Scholarship Committee Report**

Pratt noted that a meeting is needed in August to evaluate and make recommendations for the program.

**GM/RACER Trust Liaison Report**

Pratt indicated that he was not impressed with the marketing efforts of RACER and plans to contact Grant Trigger and Bob Trezise to learn how we might be able to help them in their promotion efforts.

**Riddle Liaison Report**

Long explained that she is getting no response from the various people she has contacted about permission for the placement of the playground equipment at Riddle. It was recommended that Long contact the Superintendent directly and follow-up by email, copying the board, Jessica Yorko and others who have been involved.

**Sexton High School**

Knight is taking over as the Sexton liaison.

**Business Promotion Committee Report**

Schury has transferred the business directory data to Wong and Wong will continue on with updates and gathering information from additional businesses.

**Places of Worship Committee Report**

Long asked for some clarification on how broad the worship directory should be. She was advised to include all those in our boundaries and the closest of each of larger/well-known denominations. Long should look to the business directory for formatting.

**Fun Committee Report**

Casavant shared that the Lugnuts ticket sales are closed and that both games will be well attended. Westside Wednesdays will continue.

**Next meeting – Thursday, August 22nd at 6:00 pm at Letts**

**Action Items:**

**Schury** will send a list of the booklets he has and what he is still seeking in order to have a complete set for scanning.

**Schury** will contact Miller and ask for a report on progress and timeline for Westside History Project to be presented at the next meeting.

**Cunningham** will post the following on Facebook: In order to protect the Westside Neighborhood Associations 501(c)(3) status, we must prohibit any posts that intend to influence support for or against any candidate for elected office.

**Payne and McCormick** will get copies of the receipts for their respective events to Nelson as quickly as possible so that reports for the grants can be completed.

**Long** will contact the Superintendent directly and follow-up by email, copying the board, Jessica Yorko and any others involved, to finalize the location of the playground equipment at Riddle.