

**WESTSIDE NEIGHBORHOOD ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES—MAY 15, 2014**

IN ATTENDANCE

Lisa Alicea, Josh Boehme, Dan Boutell, Cathy Bacile Cunningham, Kimberlyn Fauson, Paul Holland, Suzanne Knight, Tim Kovacik, Jackie Payne, Paul Pratt, John Stratton

EXCUSED

Danielle Casavant, Veronica Gracia-Wing, Cassandra Nelson, Maureen Nelson, Emily Stevens, Cheryl Williams-Hecksel

GUESTS

World Harvest Outreach Church:

- Brent Hale, Pastor
- Rosemarie Hale, Member and Wife of Pastor Hale
- Jamie Hildenbrand, Church Administrator

CALL TO ORDER

Cunningham called the meeting to order at 6:33 P.M. Quorum reached at 6:35.

GUEST PRESENTATIONS

Pastor Brent Hale of the World Harvest Outreach Church along with his wife Rosemarie and church administrator Jamie Hildenbrand stopped by to introduce themselves to the board. The church has been in the neighborhood since 2000 and is located at 232 North Verlinden Avenue. It is a non-denominational independent congregation. Pastor Hale would like to become more connected to the neighborhood. Church members helped with the tree planting and they would like to continue to volunteer their services for those types of projects. It was suggested that they also might reach out to the neighborhood through an ad or announcements in the newsletter and on other WNA media.

APPROVAL OF AGENDA

Fauson moved (seconded by Payne) to amend the agenda to include a report from the parks and recreation chair.

APPROVED

APPROVAL OF MINUTES

Fauson moved (seconded by Boutell) to approve the April 17, 2014 minutes.

APPROVED

OLD BUSINESS

Action items were reviewed and discussed. Ongoing action items have been moved to this month's list.

NEW BUSINESS

None.

TREASURER'S REPORT

- See attached report.
- Boehme is working on drafting language to amend the financial policy so that the board doesn't have to vote on small budget overages.

FIESTA

- The date is set for October 5.
- Casavant is meeting with the Irish Pub owner on May 20 and then meeting with Hecksel and Boutell on May 27 or 28. If there is still doubt about the Pub opening at that point, we will go with the Nuthouse for this year's Fiesta.
- Boutell reminded the board that we each need to sell 10 tickets.

YARD SALE

- The date is set for June 27-29.
- As of this point, 11 households have signed up, 8 from WNA and 3 from Old Oakland.
- Publicity: Cunningham will keep bumping the announcement up on the Facebook page so people see it. An article will appear in the summer newsletter and ads will be placed in local papers.
- A map will be given to shoppers so they can easily find the participating houses.
- Cunningham needs volunteers to help the day of the sale to pass out maps and put up signs.

GRANTS

The Lenawee street sign is ready, though it hasn't been installed yet. There is no update on the Letts library project.

RIDDLE ELEMENTARY SCHOOL LIAISON

Fauson met with PTA member and neighborhood resident Jen Knapp Long. Based on that conversation, it seems that most of the school's needs are being met by the PTA. Fauson plans to speak with Casavant regarding the direction this position might take for the 2014-15 school year and/or whether this is a necessary board position. Knight suggested that Fauson contact the Lansing Public School District's community liaison and passed along contact information.

SEXTON HIGH SCHOOL LIAISON

- The Sexton High PTO and staff appreciated the breakfast provided by the WNA during Teacher Appreciation Week.
- The PTO is planning to hold a fundraiser in the fall and we might be able to support them.
- Boutell offered the newsletter as a means of communication for Sexton High community or news announcements and also suggested that Sexton can place ads in the newsletter to advertise some of their events.

NEWSLETTER

- Boutell and Boehme reached consensus on how to report advertisement revenue. The revenue from multi-issue ads will be spread over the year.
- Due date for the next newsletter is May 25. It will be out a week to ten days earlier than normal.

VOTER EDUCATION/CIVIC ENGAGEMENT

Kovacik is planning to meet with Lansing City Clerk Chris Swope to develop a game plan for voter education.

SUMMER EVENT

- Westside Neighborhood Picnic is from 5:00 to 6:30 on July 16 at St. Joe Park. This is the same day as the Concert in the Park, which begins at 7:00.
- Attendance will be managed by asking neighbors to sign in with name, address, number in party, and e-mail. Each neighborhood member will receive a ticket. This will also allow us to collect updated contact info. We'll also have the map we use at the annual meeting there for neighbors to place their pins.
- Promotion will be via e-mail, Facebook, NextDoor, and newsletter, and RSVPs will be requested on the same. Hopefully this will give us a ballpark figure for attendance.
- Menu—Hot dogs, hamburgers, veggie burgers, some type of side salad, chips, watermelon, lemonade, and water. Condiments will be provided for the burgers.
- Entertainment—Stevens will lend some carnival games (small, portable) from Lansing Parks and Recreation department. We will need volunteers to man the games during the picnic and concert. Fauson's neighbor Russell Nebelung has accepted the invitation to play his guitar at the event for a sing-along.
- Stevens and Casavant still need to determine the location of the picnic set-up.
- We are planning on contacting Joe Duris, President of Old Oakland, to see if Old Oakland would like to be invited. If so, we are planning on asking for a \$1.00 donation per Old Oakland resident. It was also suggested at the board meeting that rather than collect money from individual residents, Old Oakland could cut us a check so that we wouldn't have to handle money.
- Stevens will provide Lansing Parks and Recreation Concert in the Park posters for us to hang at local businesses.
- Kovacik offered to contact Better Made and Koegel to see if we can get some food donated.

Payne moved (seconded by Kovacik) to appropriate \$15 for a 50/50 raffle license to be used during the July 16 picnic and concert.

APPROVED

CRIME AND SAFETY

- Boutell inquired about the School Watch fliers that residents are supposed to receive.
- Payne brought maps of the Lansing Police Department reorganization and described the plan. The LPD is allocating more officers to high crime areas and times in the city. More officers will be on duty during late night hours because those are higher crime times. This is a worry for School Watch.
- The Welcome to the Westside sign is done. The site is marked off and being prepared for installation. The unveiling date is still TBD. Payne plans to leaflet the houses of the surrounding streets to notify them of the unveiling event. Neighborhood children attending the event will be invited to bring and plant a flower at the base of the sign.

COMMUNITY ENGAGEMENT

Alicea is interested in organizing a plant and seed exchange in the fall as people are thinning out their gardens. A gardening demonstration could be part of this event.

NEIGHBORHOOD IMPROVEMENT

We have 146 new trees in the neighborhood. Holland asked that board members keep an eye on trees over the summer for trees that aren't being watered.

PARKS AND RECREATION

The St. Joe Park clean-up went very well with about 16 people helping out. The city picked up all the trash on Tuesday and were very appreciative of our work. Stevens would like to thank all who helped, including the rugby team who uses the park.

MLK GARDEN

The garden is shaping up nicely for the year. We've had lots of interest from new gardeners and lots of help from the Land Bank and the Garden Project, including deliveries of wood chips and compost to the site. Four apple trees have been added to the site and we hope to add more fruit trees next year. We are exploring options for building a shade structure that could also be used for harvesting rainwater, and may be asking the WNA board if it would be willing to contribute to the purchase of building supplies.

GOOD & WELFARE

- Happy birthday to board member Dan Boutell!

ADJOURNMENT

Payne moved (seconded by Alicea) to adjourn.

APPROVED

Meeting adjourned at 7:42 P.M.

ACTION ITEMS

- **Members who have not yet written goals statements** will e-mail to Fauson.
- **Gracia-Wing** will work with **Alicea** on sending a letter to places of worship.
- **Nelson** will contact Quick to learn about utility that might allow her to more easily update the business directory.
- **Casavant** will write an announcement about the Lugnuts game and summer picnic for the summer newsletter.
- **Boehme** will draft language to amend the financial policy to address small budget overages.
- **Casavant** will meet with Irish Pub owner and then with Hecksel and Boutell to determine whether or not the pub is a feasible location for this year's Fiesta.
- **Cunningham** will establish a budget to cover the costs of newspaper ads and map printing for the yard sale and ask for an electronic vote by the board.
- **Cunningham** will design the map for the yard sale.
- **Cunningham** will write an announcement about the yard sale for the summer newsletter.
- **Payne** will help set up yard sale signs.
- **Fauson** will contact the Lansing Public Schools district community liaison to see how the neighborhood might reach out to Riddle Elementary. **Fauson** will also follow-up with **Casavant** regarding this conversation to determine the direction of the liaison position.
- **Kovacik** will meet with Lansing City Clerk Chris Swope regarding upcoming elections and voter education.
- **Kovacik** will contact Better Made and Koegel for summer picnic donations.
- **Holland** will obtain the 50/50 raffle license for the summer picnic.
- **Payne** will contact LPD Community Officer Penni Elton regarding the School Watch fliers.