

**WESTSIDE NEIGHBORHOOD ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES—JULY 17, 2014**

IN ATTENDANCE

Josh Boehme, Dan Boutell, Danielle Casavant, Kim Fauson, Veronica Gracia-Wing, Cheryl Hecksel, Paul Holland, Tim Kovacik, Cassandra Nelson, Maureen Nelson, Jackie Payne, Paul Pratt, John Stratton

EXCUSED

Cathy Cunningham, Emily Stevens

UNEXCUSED

Suzanne Knight

GUESTS

None.

CALL TO ORDER

Casavant called the meeting to order at 6:32 P.M. with quorum.

APPROVAL OF AGENDA

Fauson moved (seconded by Stratton) to approve the agenda.

APPROVED

GUEST PRESENTATIONS

None. Kathy Johnson of the Capital Area District Library was scheduled to present but was absent.

APPROVAL OF MINUTES

Fauson moved (seconded by Holland) to approve the June 19, 2014 minutes.

APPROVED

OLD BUSINESS

The following action items still need to be completed; all other action items were completed or are no longer applicable.

- **Holland, Cunningham, and Kovacik** will write goal statements for their positions/committees and will e-mail to Fauson.
- **Gracia-Wing** will send a letter to places of worship.
- **C. Nelson** will finalize the grant report for the Welcome to the Westside sign.

Some neighborhood members were concerned that an advertisement for the yard sale did not appear in the Lansing State Journal. Numerous factors may have contributed to lower yard sale attendance this year, including the lack of advertisement in the paper, a later (June) date, and stormy weather on the Sunday of the yard sale weekend. Casavant will request a report from Cunningham in order to plan for next year.

NEW BUSINESS

- Casavant received a renewal form from Licensing and Regulatory Affairs. This license allows the WNA to solicit in the State of Michigan. The filing fee costs \$20.00.

Stratton moved (seconded by C. Nelson) to appropriate \$20.00 for this filing fee. **APPROVED**

- Fauson suggested that the board establish a communications protocol for advertising WNA events as well as events that are not hosted by the WNA but would likely be of great interest to neighborhood members. It was determined that the communications chair shall be responsible for posting info about such events to the WNA Facebook page
- Conversation in the WNA Facebook group led Gracia-Wing to propose a youth entrepreneurship program in which the WNA might help young people promote their lawn mowing, babysitting, or snow shoveling businesses. Concerns were raised regarding liability and a vetting process for entrepreneurs. The general consensus of the board was that Gracia-Wing should move forward with investigating the feasibility of such a program.
- The board accepted Lisa Alicea's resignation.

PRESIDENT'S REPORT

- Eight neighbors showed up from 10:00 to 1:00 on Saturday, June 12, for the Kirby Drive green space clean-up. A tremendous amount of work was done. The goal for the next clean-up is to prune and cut back weedy shrubs from the row of shrubbery along MLK Boulevard. A date is still to be determined.
- A motion was made by Casavant to appropriate up to \$50 to provide a pizza lunch to neighbors involved in the Kirby Drive clean-up and was approved by electronic vote on July 9. The pizza lunch came in under budget.

TREASURER'S REPORT

Boehme reported that \$.80 was left over from the purchase of the Lugnuts outing tickets and proposed moving it to the general fund.

Stratton moved (seconded by Fauson) to move the \$.80 left over from the purchase of the Lugnuts tickets back to the general fund.

APPROVED

FIESTA

- Boutell distributed a list of potential businesses to contact for silent auction donations. He plans to create a Google document or spreadsheet so board members can keep track of who they've contacted and what donations have been received over the next couple of months.
- WNA letterhead is available to board members who would like to request silent auction donations in writing.
- John Putnam will run the silent auction again.
- The next committee meeting is July 23 at 6:30 P.M. at the Nuthouse. The menu will be chosen at that time.

NEWSLETTER

The deadline for the autumn newsletter is August 31.

WESTSIDE HISTORY

- A Westside History Committee goal statement has been added to the goal statements document.
- In 2013 Mike Schury was scanning the non-advertisement portions of the Westside Home Tour booklets and uploading these documents to the WNA website as well as saving these documents on CDs. Fauson plans to continue this work and would like to have it finished by the end of the year. She will step down from this position as soon as the project is completed. Stratton volunteered to help.

SUMMER EVENT

- Given that the number of RSVPs indicated we might possibly triple our numbers from last year, Casavant moved to increase the funding for the summer picnic to a maximum of \$300. The board approved this motion by electronic vote on July 8.
- Sixty-eight people attended the picnic, which was approximately triple the number of attendees from 2013. There was general consensus among board members that pairing it with the Concert in the Park contributed to increased attendance and that we will apply to have a concert at St. Joseph Park again next year.
- The cost of food and other items for the picnic was \$237. The 50/50 raffle brought in \$30 and the winner of the raffle donated \$20 back to the WNA, bringing the total cost of the picnic down to \$187.00.
- It was suggested that we go back to a potluck if our numbers keep growing, with the WNA providing the meat for grilling and attendees bringing a side dish to pass.

CRIME AND SAFETY

- Thefts from cars continue to show up in Crime Mapping.
- Chance Boyd continues to do a fantastic job as the Neighborhood Watch chair.

RACER TRUST LIAISON

After extensive discussion regarding the RACER Trust forum held on July 8, the board identified some communications issues that need to be addressed. Gracia-Wing suggested that we need to have a written communications protocol with RACER. Kovacik and Gracia-Wing will work on developing a memorandum of understanding.

NEIGHBORHOOD IMPROVEMENT

Holland investigated the feasibility of grinding the stumps of trees that have been cut down in the easement between the sidewalks and streets throughout the neighborhood.

- At this time, the city cannot afford to grind stumps.

- The price of grinding a stump is high not because of the actual grinding, but because the process of removing the tree remnants and filling the hole is costly.
- Holland plans to continue investigating the possibility of a partnership between the city and association in which the city would contract a company to grind stumps (at a reduced rate to the homeowner) and members of the neighborhood would volunteer to help with debris removal and hole filling. He will work out a budget and plan by September or October.

MLK GARDEN

- Mitch Gerich has been reimbursed \$100 for the building supplies for the water catchment system.
- The garden was highlighted on the Garden Project bike tour.

FUN COMMITTEE

- Forty-nine people will be attending the WNA Lugnuts game on August 10.
- Westside Wednesdays continue to be popular. Nearly 30 people attended the July Westside Wednesday.

ADJOURNMENT

Meeting adjourned at 7:39 P.M.

ACTION ITEMS

- **Holland, Cunningham, and Kovacik** will write goal statements for their positions or committees and will e-mail to Fauson.
- **Gracia-Wing** will send a letter to places of worship.
- **C. Nelson** will finalize the grant report for the Welcome to the Westside sign.
- **Casavant** will contact **Cunningham** for yard sale report.
- **Casavant** will complete paperwork and file with Licensing and Regulatory Affairs.
- **Gracia-Wing** will investigate the feasibility of a young entrepreneurs program.
- **Boutell** will create a Google doc or spreadsheet to allow board members to keep track of donations for the silent auction.
- **Fauson** will contact **Stratton** to work out a plan for scanning Westside Home Tour booklets.
- **Gracia-Wing** will work with **Kovacik** to develop a memorandum of understanding in order to improve communications between RACER Trust and the WNA.
- **Holland** will create a budget and plan for neighborhood tree stump grinding.