



## Westside Neighborhood Association Board Meeting Agenda August 21, 2014

Time	Topic	Lead
6:30 P.M.	Call to Order	Casavant
6:31 P.M.	Approval of Agenda	Casavant
6:32 P.M. 6:50 P.M.	Guest Presentations <ul style="list-style-type: none"> <li>• Jeff Burdick, Executive Director, Ingham County Land Bank</li> <li>• Adam Williams, Manager, Westside Farmers Market</li> </ul>	
7:00 P.M.	Approval of Minutes	Fauson
7:01 P.M.	Old Business <ul style="list-style-type: none"> <li>• Review of July action items</li> </ul>	Casavant
7:05 P.M.	New Business	Casavant
7:05 P.M.	President's Report	Casavant
7:07 P.M.	Treasurer's Report <ul style="list-style-type: none"> <li>• August report</li> <li>• Review of bank statement</li> </ul>	Boehme
7:12 P.M.	Fiesta <ul style="list-style-type: none"> <li>• Ticket sales</li> <li>• Items for silent auction</li> </ul>	Hecksel
7:32 P.M.	Yard Sale	Cunningham
7:34 P.M.	Grants	C. Nelson
7:36 P.M.	Schools Liaison	Knight
7:38 P.M.	Newsletter	Boutell
7:38 P.M.	Voter Education/Civic Engagement	Kovacik
7:40 P.M.	Westside History	Fauson
7:42 P.M.	Communications	Gracia-Wing
7:42 P.M.	Summer Event	Casavant
7:44 P.M.	Crime and Safety	Payne
7:46 P.M.	RACER Trust	Kovacik
7:48 P.M.	Neighborhood Improvement	Holland
7:50 P.M.	Parks and Recreation	Stevens
7:52 P.M.	MLK Garden	C. Nelson
7:54 P.M.	Business Promotions	M. Nelson
7:56 P.M.	Fun Committee	Casavant
7:58 P.M.	Good & Welfare	Casavant
8:00 P.M.	Adjournment	Casavant

## **EXCUSED BOARD MEMBERS**

Dan Boutell, Veronica Gracia-Wing

## **KNOWN GUESTS**

### **Jeff Burdick—Executive Director, Ingham County Land Bank**

Mr. Burdick will be giving a presentation regarding the Land Bank and then will answer questions during a short Q&A session.

### **Adam Williams—Manager, Westside Farmers Market**

Mr. Williams will be giving a short presentation regarding the Westside Farmers Market.

## **OLD BUSINESS**

Action items from July 2014 meeting:

- **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.

## **NEW BUSINESS**

None.

## **TREASURER'S REPORT**

- August's report is attached as a separate file.
- Discussion/review of bank statement

## **FIESTA COMMITTEE**

- Ticket sales
- Silent auction items

## **NEWSLETTER**

Thanks to Jackie Payne for reaching out to solicit bids for our newsletter due to the demise of the LNC. I have reviewed the bids and would like to offer up the following recommendation. We received bids from BRD Printing, Gladstone Printing and Minute Press Printing. Based on trying to keep the newsletter to six pages, BRD is at \$573.06, Gladstone is at \$567.15 and Minute Press is at \$526.47. BRD states that postage is extra and gives no cost for that. Gladstone makes no mention of postage at all. Minute Press says the additional postage would be 17 cents a piece, which is \$340. My recommendation is that we go

with Minute Press with what appears to be a total cost of \$866.47. Our last newsletter going through the LNC was \$415.00. So, the cost of the newsletter will be more than double going forward. There are a couple of questions for Gladstone and Minute Press that I need to ask, but this is the direction I am thinking right now. I can forward all quotes to the board if requested. Also, as a reminder, all ads and articles are due to me by 8/31.

## **GRANTS**

Final reports were submitted to the Mayor's office for the Lenawee sign grant and the summer social event.