

**WESTSIDE NEIGHBORHOOD ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES—SEPTEMBER 18, 2014**

IN ATTENDANCE

Josh Boehme, Dan Boutell, Danielle Casavant, Kimberlyn Fauson, Paul Holland, Cassandra Nelson, Maureen Nelson, Jackie Payne, John Stratton

EXCUSED

Cathy Bacile Cunningham, Veronica Gracia-Wing, Cheryl Hecksel, Tim Kovacik, Paul Pratt, Emily Stevens

UNEXCUSED

Suzanne Knight

NEIGHBORS

Chance and Stephany Boyd

CALL TO ORDER

Casavant called the meeting to order at 6:33 P.M. without quorum.
Quorum met at 6:39 P.M.

APPROVAL OF AGENDA

Stratton moved (seconded by Boutell) to approve the agenda with the stipulation that the Crime and Safety committee report be moved to the beginning of the meeting.

APPROVED

APPROVAL OF MINUTES

Fauson moved (seconded by Holland) to approve the August 2014 minutes.

APPROVED

OLD BUSINESS

The following items still need to be completed. All other action items from August have been completed.

- **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.
- **Cunningham** will prepare a report regarding the 2014 yard sale.
- **Gracia-Wing** will work with **Kovacik** to develop a memorandum of understanding in order to improve communications between RACER Trust and the WNA.

NEW BUSINESS

- Casavant proposed that directors e-mail her regarding business items that need to be addressed between meetings. She will then either forward the item to the proper committee or bring it up for an electronic vote. This will hopefully reduce the amount of e-mail board members are receiving. The directors present were amenable to this proposal. It was also suggested that electronic votes be conducted via Google poll.
- The WNA mailbox that was purchased some time ago for installation at Letts has been located. The mailbox still needs to be installed. Fauson is overseeing the installation of the

mailbox and will also assume the duties of checking the mailbox periodically and getting mail to the appropriate board member.

TREASURER'S REPORT

Boehme moved (seconded by Stratton) to add the following clause to the WNA Financial Policy:

6. At each board meeting, the Treasurer will have an unrelated Board Member (preferably an Officer) perform a high-level review of any bank statements received since the previous meeting, along with any supporting documentation.

APPROVED

CRIME AND SAFETY

Payne proposed that the theme for the 2015 WNA picnic be child safety. The proposal included inviting the Lansing Fire and Police Departments, YMCA staff, and Ingham County Animal Control to discuss fire, gun, water, and pet safety. The idea is to combine National Night Out with our annual neighborhood social event to hopefully yield greater turnout.

Boutell moved (seconded by Stratton) to apply for a Mayor's Neighborhood Advisory Board Grant and stipend to fund the 2015 WNA picnic.

APPROVED

FIESTA

- 112 tickets were sold as of the board meeting.
- Over 75 Silent Auction items are either in hand or have been committed. Silent auction items can be given to Boutell or John Putnam.

Boutell moved (seconded by Stratton) to invite Old Oakland to participate in Fiesta. Old Oakland Neighborhood Association shall receive \$5.00 for every adult ticket sold and \$2.50 for every child ticket sold, plus 50% of any Silent Auction items they bring.

APPROVED

GRANTS

- C. Nelson submitted the final Mayor's Neighborhood Advisory Council Grant report on September 18.
- The next round of funding for the Mayor's Grant has begun. Proposals are due November 20th. We can apply for two \$650 grants and one \$100 stipend. We can also submit additional grants on behalf of neighborhood watch groups. Payne will contact various neighborhood watch captains to see if there is a need for additional neighborhood watch grants.

Stratton moved (seconded by C. Nelson) that we apply for a Mayor's Neighborhood Advisory Council Grant in order to build and install three more Little Free Libraries in the neighborhood with a focus on children's books.

APPROVED

NEWSLETTER

The autumn newsletter was mailed September 18.

NEIGHORHOOD IMPROVEMENT

Holland is currently working on a budget for grinding tree stumps on the easements of neighborhood streets. He plans to bring present a budget in November.

FUN COMMITTEE

- The last Westside Wednesday was well attended.
- Approximately 50-60 residents were present at Harry's Place on Thursday, September 11, for the MLive neighborhood bar event.

ADJOURNMENT

Meeting adjourned at 7:13 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.
- **Cunningham** will prepare a report regarding the 2014 yard sale.
- **Gracia-Wing** will work with **Kovacik** to develop a memorandum of understanding in order to improve communications between RACER Trust and the WNA.
- **Fauson** will oversee installation of the WNA mailbox at Letts Community Center.
- **Payne** will contact various neighborhood watch captains to see if there is a need to apply for additional Mayor's Neighborhood Advisory Council Grants.