

**WESTSIDE NEIGHBORHOOD ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES—MARCH 26, 2015**

MEMBERS IN ATTENDANCE

Mitzi Allen, Dan Boutell, Danielle Casavant, Caryn Coyle, Cathy Bacile Cunningham, Kristie Dickinson, Kimberlyn Fauson, Veronica Gracia-Wing, Paul Holland, Suzanne Knight, Maureen Nelson, Jennifer Reed, Emily Stevens, Cheryl Williams-Hecksel

GUESTS

Jon Durham, Government Liaison Committee, Greater Lansing Association of Realtors

CALL TO ORDER

Cunningham called the meeting to order at 6:03. Quorum present.

AGENDA

MOTION to approve the agenda made by Fauson, seconded by Coyle. Amendment proposed by Casavant to allow time for Jon Durham's presentation upon his arrival. Motion adopted with amendment.

MINUTES

MOTION to approve the February 2015 minutes made by Fauson, seconded by Coyle. Motion adopted.

INTRODUCTIONS

In order to get better acquainted, each board member introduced him or herself by stating name, street address, and length of time in the neighborhood.

OLD BUSINESS

The following action items from February 2015 have been addressed:

- Boutell will contact Julie Powers at the Neighborhood Empowerment Organization to see if she can help with newsletter printing.
- Holland will create a PDF of the budget requisition form and e-mail to the board as well as place in the WNA documents folder.
- Committee chairs will submit budget requisitions to the Finance Committee by March 15.
- Casavant and Fauson will investigate the feasibility of voting by Google Forms.
- Holland will contact Cunningham to add her as a signer on WNA bank accounts.
- Stevens will investigate the feasibility of naturalizing the overgrown section of St. Joseph Park.
- M. Nelson will investigate the feasibility of stenciling storm drains to prevent dumping.

Cunningham reviewed the existing committee structure to ensure that all members understand the structure and had the opportunity to ask questions for clarification.

NEW BUSINESS

None.

EXECUTIVE BOARD REPORT

- The Bea Christy Award Ceremony will be held Wednesday, May 20 at the Lansing Center. Cunningham is seeking representatives from the board and neighborhood to attend. Representatives will be asked to give a presentation regarding neighborhood events and initiatives. Cunningham notified the board that we may nominate individuals for the award.

MOTION to allocate funds to pay for one table of neighbors and board members to attend the Bea Christy Awards made by Stevens, seconded by Reed. Motion adopted.

- The 2015 Juneteenth Celebration is June 18-20 in St. Joseph Park. There will be some local street closures during the event. Cunningham will keep us informed as she receives updates and asked board members to help promote the event as it approaches.
- The Executive Committee has responded to an e-mail complaint from a neighbor that was received at the board e-mail address last week regarding a former board member. Cunningham outlined the content of the response and reminded board members that it is the responsibility of the Executive Committee to handle such e-mails.
- Cunningham is quoted in an upcoming Capital Gains article about neighborhood associations and why they are important to the city.
- The meeting regarding the closing of Sparrow's St. Lawrence campus was postponed.

GUEST PRESENTATION

Jon Durham serves on the Government Liaison Committee of the Greater Lansing Association of Realtors. Mr. Durham explained his position and offers his assistance to neighbors should they need help with property and homeowners rights issues.

FINANCE COMMITTEE

Holland resigned his position as treasurer. He will continue to serve or assist through April in order to aid the transition to a new treasurer. In the meantime, the budgeting process is on hold. Coyle volunteered to take this position.

MOTION to select Coyle as treasurer by made by Casavant, seconded by Williams-Hecksel. Motion adopted.

COMMUNICATIONS COMMITTEE REPORT

- Recent heated discussion in the WNA Facebook group was the catalyst for drafting policies to better administer and moderate the group's Facebook page. Gracia-Wing explained the purpose and highlighted various sections of the Facebook Group Code of Conduct, the Facebook Group Membership Approval Process, and the Media Relations Recommendation. She also presented some changes that she had made to the original drafts of these documents and responded to board members' questions.

MOTION to approve the Facebook Group Code of Conduct by Stevens, seconded by Coyle. Motion adopted.

MOTION to approve the Facebook Group Membership Approval Process by Boutell, seconded by Williams-Hecksel. Motion adopted.

MOTION to approve the Media Relations Recommendations by Stevens, seconded by Holland. Amendment proposed by Holland to change the last sentence of the document to read, "The President of the WNA or an individual designated by the president of the WNA shall speak for the WNA." Motion adopted with amendment.

- The Communications Committee has been working on redesigning the newsletter. Gracia-Wing shared some mock-ups of a design that was created by Addis. Holland asked whether or not the majority of board members would support only one printed newsletter per year. The majority of the board is opposed at this time.

COMMUNITY RELATIONS COMMITTEE REPORT

- At its last meeting, the Crime and Safety Committee adopted a new mission statement and identified eight goals for 2015. These are outlined in the March 2015 Crime and Safety Minutes.
- The Crime and Safety Committee voted to participate in National Night Out by hosting an anti-bullying event at Letts Community Center.
- Joan Austin is the new Neighborhood Watch chair.

- The Crime and Safety Committee supports the proposed Ordinance and Budget Changes to Improve Rental Housing Quality and Landlord Accountability and recommends that the board support it.

EVENTS COMMITTEE REPORT

- Cunningham announced the Yard Sale in the Westsider and on Facebook. She has found volunteers to put up and take down signs.
- Westside Wednesday moved to the first Wednesday of the month in March. Attendance was a little lower than usual. Fauson invited board members to attend and invite a neighbor that doesn't typically come.
- An event has been created in the Facebook group for the Lugnuts game on June 28. This is the annual Bark in the Park game. Dogs will be permitted in the reserve seating area. There is no extra charge to bring a dog to the event.
- Williams-Hecksel asked the board to forward ideas to her for a new Fiesta venue. She would like to hold the event in a space that is larger than the Nuthouse.

NEIGHBORHOOD IMPROVEMENT COMMITTEE REPORT

- M. Nelson submitted a budget proposal for drain stenciling to the Finance Committee.
- Dickinson is in the process of investigating the cost of installing lights at the Letts Community Center tennis courts so the courts could continue to be used after dark.
- Holland is working on getting a group rate for tree stump removal.
- Ideas for future projects include beautification near the entrances at main streets and the boulevards throughout the neighborhood and sign toppers on all neighborhood perimeter streets.
- The City has contracted a mowing service for St. Joseph Park for 2015. Stevens will use this year to plan the naturalization project so it can be implemented next year.

GOOD AND WELFARE

- The WNA Board voted to defer to the Parks Board's decision regarding the renaming of St. Joseph Park to Willard Walker Park. Recent Parks Board minutes misconstrued the WNA Board's. Gracia-Wing will see that the minutes are corrected. The Parks Board approved the renaming.
- On April 2 at Sexton there will be a Family Fun Fitness Open House from 6:00 to 8:00 PM. This event is open to the public. The pool will be open and there will be a variety of other activities.

ADJOURNMENT

Meeting adjourned at 7:52 PM.

ACTION ITEMS

- **Cunningham** will e-mail information regarding the Bea Christy Award nominations to board members.
- **Gracia-Wing** will investigate how pages interact with groups in order to determine whether it is feasible to create a Westside Neighborhood Association Facebook profile.
- **Allen** will forward information and documents pertaining to rental licensing reform to the board.