

**WESTSIDE NEIGHBORHOOD ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES—MAY 28, 2015**

DIRECTORS IN ATTENDANCE

Mitzi Allen, Dan Boutell, Danielle Casavant, Caryn Coyle, Cathy Bacile Cunningham, Kristie Dickinson, Kimberly Fauson, Paul Holland, Maureen Nelson, Emily Stevens, Cheryl Williams-Hecksel

MEMBERS IN ATTENDANCE

Emily Johnson
Jackie Payne

GUESTS

Ms. Isabel Montemayor, Center for Child & Family Health, Michigan Public Health Institute

CALL TO ORDER

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

AGENDA

MOTION by Fauson to approve the agenda with the amendment that the election of Emily Johnson be moved to New Business and Jackie Payne's presentation be added; seconded by Coyle. Motion adopted.

MINUTES

MOTION by Fauson to approve the April 2015 minutes; seconded by Casavant. Motion adopted.

OLD BUSINESS

The following items have been completed:

- **Cunningham** will e-mail the board to find out if directors not in attendance at the April meeting would like to attend the Bea Christy Awards. If no directors would like to attend, Cunningham will offer the table to the Crime and Safety Committee.
- **Cunningham** will follow up with Allen to ensure understanding that the board must vote on whether or not to endorse rental licensing reform if Allen would like to take a recommendation to the City Council.
- **Coyle** will contact Astera Credit Union to see if we can keep our accounts in the event that no members of the board belong to the credit union in the future.

The following items are in progress or have not been completed and will be placed back on the list of action items:

- **Williams-Hecksel** will help Jackie Payne create a Google doc to facilitate volunteer sign-up for the Child Health and Safety Fair.
- **Boutell** will contact Julie Powers to seek help in reducing the cost of newsletter printing.
- **M. Nelson** will seek information from the City regarding their requirements or regulations for stenciling storm drains.

NEW BUSINESS

Directors introduced themselves by name and street, and Emily Johnson introduced herself to the board.

MOTION by Casavant to elect Emily Johnson to the board, seconded by Coyle. Motion adopted.

GUEST PRESENTATIONS

- Ms. Jackie Payne presented a spreadsheet she created to facilitate volunteer sign-up for the Child Health and Safety Fair and a letter that can be used to solicit organizations to attend the fair. Ms. Payne also updated the board on the status of the project.
- Ms. Isabel Montemayor gave a brief presentation regarding a study that is being conducted by MPHI to assess the effectiveness of the Healthy Michigan Plan. MPHI is seeking to interview community members currently enrolled in the plan. Ms. Montemayor dropped off recruitment flyers and has also advertised the study in the summer newsletter.

EXECUTIVE BOARD REPORT

Fauson updated the board regarding the e-voting process and solicited feedback from the directors present.

FINANCE COMMITTEE

- Coyle presented a copy of the treasurer's report.
- Coyle proposed that we move our WNA accounts from LAFUCU to Astera Credit Union. Once the WNA has an account there, we may continue to have an account in perpetuity, even if no directors are members of Astera in the future.

MOTION by Coyle to move WNA's accounts from LAFUCU to Astera Credit Union, seconded by Holland. Motion adopted.

- Coyle proposed that we purchase two items to improve the efficiency of the WNA treasurer and shared her rationale for these items:
 - 1) *For Deposit Only, Westside Neighborhood Association* stamp for depositing checks. The directors seemed favorable to purchasing this item.
 - 2) QuickBooks Online for managing accounts and generating financial reports. The program is web-based, easy to transfer, and user-friendly. Some directors felt that we need to further investigate whether or not this can be done as easily in Google Sheets for free.

MOTION by Coyle to appropriate up to \$25.00 to purchase a *For Deposit Only* stamp, seconded by Stevens. Motion adopted.

- Casavant updated the board regarding the Little Libraries project. The City approved funding for only one library. Casavant proposed that the board make up the difference in order to fully fund the project.

MOTION by Casavant to appropriate \$500 to create 6-8 Little Libraries, seconded by Holland. Motion adopted.

COMMUNICATIONS COMMITTEE REPORT

The summer newsletter deadline for submitting ads and articles is May 31. Boutell is seeking ideas for advertising revenue. The committee is still in the process of redesigning the newsletter.

COMMUNITY RELATIONS COMMITTEE REPORT

Allen presented plans for the annual National Night Out event on August 4. The theme this year is anti-bullying. Union Missionary Baptist Church is going to present a puppet show, and there will be games, face painting, a mime demo, and a showing of *The Bully Project*, among other activities. It was suggested that the event be moved to Riddle, EC3, or Sexton, because August 4 is an election day and Letts will be devoting some of their space to the election. Allen anticipates the committee will need \$300 to fund the event, but she will do further research and propose a specific budget at a future board meeting.

EVENTS COMMITTEE REPORT

- Cunningham gave a report regarding the 2015 Yard Sale. There were half as many participants this year as in 2014. She proposed that we put up an additional four signs next year, which will bring the total to nine, and that neighbors be encouraged to make their own signs in addition to the neighborhood signs. She also suggested that Friday be eliminated from the sale, since not all households can hold their sales on Friday.
- The committee recommended that we hold Fiesta at the Radisson this year. Our cost would be \$15 for adults, \$10 for kids, and children under the age of three would get in free; the committee recommends setting ticket prices at \$20 for adults and \$10 for kids over the age of three. The space is larger and will much more easily accommodate the silent auction.

MOTION by Williams-Hecksel to pursue an arrangement with the Radisson for the 2015 Fiesta, seconded by Coyle. Motion adopted.

- The WNA Summer Picnic will be held on July 29 from 5:30 to 7:00 P.M. in St. Joseph Park. The Concert in the Park will begin at 7:00. The picnic will be similar to last year's picnic. An article will appear in the newsletter.

NEIGHBORHOOD IMPROVEMENT COMMITTEE REPORT

M. Nelson gave an update regarding the storm drain stenciling project. Approximately half of the drains have been counted; at half count, there are about 110. The committee will have to go with painting as the method to keep the project affordable.

GOOD AND WELFARE

- Letts has received grants that focus on nutrition and physical activity for youth.
- The Letts day camp is \$65/week; Stevens asked that directors mention the camp to neighbors with kids.
- There are still five tickets available for the WNA Lugnuts game.

ADOURNMENT

The meeting adjourned at 7:37 P.M.

ACTION ITEMS

- **Williams-Hecksel** will help Jackie Payne create a Google doc to facilitate volunteer sign-up for the Child Health and Safety Fair.
- **Boutell** will contact Julie Powers to seek help in reducing the cost of newsletter printing.
- **M. Nelson** will seek information from the City regarding their requirements or regulations for stenciling storm drains.
- **Cunningham** will put info regarding the MPHI study on the Facebook Page.
- **Fauson** will work on reformatting e-voting results and will write up an e-voting policy.
- **Coyle** will investigate using Google Sheets to manage accounts and generate financial reports.
- **Boutell** will send a copy of a recent newsletter bill to **Stevens**, who will investigate whether or not someone from Parks and Recreation can print it for less.
- **Cunningham** will write up a 2015 WNA Yard Sale report.