

CPOA - Board Meeting
July 7, 2014
12:15 pm
Wendt Board Room

APPROVED BY THE BOARD: July 21, 2014

Board Members Present: Barbara Brady, Hugh Butler, Mary Davenport, John Dilley, Debra Dinnocenzo, Chip Gamble, Helen Habenicht, Diane Hess, Sally Hootnick, Bob Jeffrey, Greg Miller, Sandy Miller, Bill Neches, Av Posner, Leslie Renjilian, Laura Saulson, John Viehe

Joined by teleconference: Greg Miller

Committee Chairs in attendance: Laura Damon, Robert Kimble

Additional Attendees: Tom Becker, George Murphy

Excused: Mary Boyle, Jennifer Delancy

Absent: Susan Cartney

During discussion prior to the meeting Tom Becker and George Murphy addressed questions previously submitted for discussion. Items of elaboration included:

- Gate volume & housing capacity
- Establishment of minimum standards for housing, to be explored by a task force to begin meeting July 16
- Accommodations management; Myra Peterson located in Visitor Center during season; already working extensively on reservations for 2015
- Recycling; composting - Institution is supportive of the composting at the North Shore; will explore expanded composting and integration with trash pickup for the 2015 season
- Erosion on North Lake; stairway installed; support for walkway being installed; engineering studies/borings continuing to propose rebuilding strategies
- Shared Space logo on new water fountain & bike parking issues
- Improvements in food services & changes in the hotel restaurant
- Hiring of Karen Williams, Manager of Customer Experience
- Efforts to manage overall Chautauqua experience and the various ways this occurs throughout a visit to the grounds
- Opportunities to communicate about plans (Amp landscaping, construction traffic, general parking issues, etc.) and how best to do this going forward
- Funding for the Amp project

The board meeting was called to order at 1:04pm.

Minutes of the June 23, 2014 board meeting were approved.

Chip reviewed the Income Statement and reported a balance of \$25,514 currently in our bank account. Anticipated expense for the upcoming area picnics is projected at \$1,500.00.

Expenses are expected to rise consistent with projected season activities. Approximately 657 memberships are currently paid for 2014.

Bill Neches asked about status of our 503C4 status. Chip reported that this is still in process. CPOA generates approximately \$10,000 in both profit and expense; therefore, CPOA will not become a tax-deductible entity.

Barbara Brady reported on the upcoming area picnics on Wednesday, July 16. A "Guide for Area Picnics" was distributed. Area Reps should let Barbara know their picnic locations to be included in notifications to the Daily and to Operations for delivery of tables and trash cans.

Hugh asked that Publications have "Living in Chautauqua" booklets available to give to Area Reps when flyers are picked up. Budget is \$150 per area. Barbara reminded Reps of the need to submit a report on their picnics. Receipts should be submitted to Chip for reimbursement. Debra reported that a general Area Picnic poster was placed in the CPOA kiosk and will be emailed for adaptation by area reps if desired.

Hugh discussed the identification of the "Shared Space" logo as a representation of the CPOA. Shared Space logo items (t-shirts, water bottles, sweaters) are available in the bookstore. Hugh proposed a maximum \$500 authorization for creation of a Shared Space logo sign on the new water fountain. Motion was seconded by Chip Gable. Motion carried.

Hugh proposed a maximum \$300 authorization for purchase of Shared Space gift items to be given to Tom Becker and Jim Pardo at the next meeting of the board. Motion seconded by Chip Gamble. The motion was amended to provide opportunities to distribute water bottles at additional times when greater visibility for Shared Space exists.

Hugh reported on his visit to Boys & Girls Club.

Bill Neches reported on the Campus Network Survey. 22 paper surveys returned; 254 electronic surveys submitted to date. All respondents view the campus network concepts favorably. Approximately 70% of respondents currently utilize Time-Warner.

Hugh reported on his ongoing conversations with Tom Cherry regarding the \$6 million sewer plant upgrade.

Bob Jeffrey asked for volunteers to help at the membership table at the CPOA member meeting on Saturday, July 12. Several people volunteered.

Debra shared the signage posted in the kiosk to promote attendance at the July 12 general meeting. She will email this to board members to print/distribute as desired.

Barbara reported on the Nominations Committee and distributed a handout on the responsibilities of area reps.

Bill Neches reported on Outdoor Lighting. Lighting will be installed in the new rain garden, and a lighting walk-about was held on Sunday, July 6. Bill encouraged everyone to advise him if any new lights are being installed by the Institution so that appropriate new lighting can be encouraged.

Debra reported on revisions to the CPOA Leadership Directory and will soon distribute the final version via email.

The meeting was adjourned at 1:58 pm.

Recorded by:



Debra A. Dinnocenzo
Secretary