Soulard Restoration Group, Inc.

OCTOBER 2020 BOARD MEETING MINUTES

Meeting Date: Wednesday, October 21, 2020

Time called to order: 7:07 p.m. (Quorum with 9 of 10 Board members present.)
Meeting was a video conference conducted on Zoom

Date Minutes Approved by Board for release: November 18, 2020

SRG BOARD MEMBERS PRESENT: Neil Putz (Pres./ Mtg Chair), Jim Dallas
(President Elect), Jeff Roberts (Treasurer), Gary Toribio (Secretary), Scott Plackemeier
(Past President), Taylor Bodine, John Durnell, Beth Hoops, Marilyn Morris; ABSENT:
Billy Tomber (Editor, Renaissance)

SPEAKERS/OTHER ATTENDEES: None

* = Separate document provided to Board members or shared on the Zoom screen.

1. CALL TO ORDER & OPENING REMARKS: President

   • Update: Memorials for Deceased Soulardians
     o Don Kirby, Paul Kjorlie, Peyton Keene (murdered Bastille employee, May 2018).
     o Neil & Veronica Putz looked at possible sites for trees or shrubs and found a few potential locations at Soulard Market Garden.
     o The FY 2020 Budget has a total of $500 for all 3 memorials.
     o Marilyn Morris suggested that a list be developed identifying plants that will do well in the potential locations with the anticipated degree of care. This will help in the future when someone wants to put something in so that it will live in that location. The list can be passed along to loved ones.

   • Pub Crawl Legislation* (President & President Elect coordination with SBA, Alderman)
     o Jim Dallas prepared a revised PowerPoint slide presentation on possible Pub Crawl requirements/regulations that was shared with SBA.
     o SBA emailed that they were in favor of this proposal.
     o Neil Putz sent copies of the Pub Crawl slides to Alderman Coatar as well as the City Special Events Coordinator, Travis Howser.
     o Per Event Brite, there are already eight (8) pub crawls planned in Soulard between 10/24/2020 through April 2021. Six of these are being produced by Henry’s Bar.
     o Jim explained that the PowerPoint presentation is for use by Alderman Coatar to bring proposed legislation on Pub Crawls to the Board of Aldermen.

   • Roster project.
     o In emails prior to the meeting, Neil Putz referred to a “roster project” that he was assisting with. A Board member was not familiar with the project and asked for clarification.
Neil explained that the Membership Committee prepares a Membership Roster which is published and distributed to member every year.

Recently, Neil has been assisting the committee, as he has done in the past, with proofing the members’ names, addresses and other contact information for the roster before it went to press.

- **Board Member Resignation**: President
  - Neil Putz reported that he has been informed by Dave Perry that he has resigned from SRG as well as his position as an at-large Director on the SRG Board.
  - Neil, as the President, shall make an appointment to fill this vacancy of a Director position on the Board.
  - Although some potential individuals were mentioned for the appointment, no action will be taken at this meeting.

- **Volunteering for SRG Committees**
  - Gary Toribio asked if we could obtain a list of members on all existing committees. Maybe we could ask some of those volunteers to shift over to another committee.
  - A Committee recruitment event was held in the past, but this will need to be after COVID restrictions are lifted.
  - Otherwise we will need to start tapping in on folks. Notices in the Blaster does not effectively get many volunteers.

2. **MINUTES OF PREVIOUS MEETING (September* & Special Budget Meeting*)**: Secretary

- **Previous Board Meeting Minutes approvals**
  - Neil Putz explained that the Zoom videoconferences between the Board and each of the Committees on September 8th and 9th 2020, were for budget requests and informational purposes with no actions taken by the Board. They were not called to order as an official Board Meeting, so minutes were not necessary.
  - The Board Officers met on September 19, 2020, to work on the FY 2020 budget presented to the Board for their approval. Since this was a work session with no official action taken on behalf of SRG, minutes were not necessary.

Motion to approve the minutes for the SRG Monthly Board Meeting on September 16, 2020, as presented by the Secretary.
Motion by John Durnell, 2nd Taylor Bodine
Those present voted in favor of this motion. No votes opposed it.
**Motion passed unanimously**

Motion to approve the minutes for the SRG Special Board Meeting on October 8, 2020, as presented by the Secretary.
Motion by Jeff Roberts, 2nd Scott Plackemeier
Those present voted in favor of this motion. No votes opposed it.
**Motion passed unanimously**
3. FINANCIAL REPORT; Update on Insurance Consolidation: Treasurer

- **Account Balances**
  - Current Balance, cash on hand: $88,400.
  - Spending has been limited to bare necessities for Soulard Station and limited Beautification expenses other than the $3,975 invoice paid for Historic Signage.

- **Insurance updates and consolidation of insurance for liquor sales.**
  - Policies expire on December 4, 2020; but unless instructed otherwise, the current agent will automatically renew it with all adjustments for it to include the station policy and liability and may include the coverage for selling alcohol. The policy is and will continue to be totally in SRG’s name and address.
  - SRG does not currently have the coverage for selling alcohol since all events have been postponed or cancelled during the COVID restrictions.
  - The Res Promo Committee Chair is no longer listed as the “Attention To” person on the mailing label for the policy or in any other capacity. The policy was always for SRG and never in the name of the Res Promo Chair or any other individual member of SRG.
  - Jeff is continuing to try to have one policy for all insurance but may have one primary policy plus a rider for selling alcohol.
  - The cost of the rider for selling alcohol is approximately $465 per year.

- **Update: Audit.**
  - Jeff Roberts is starting work on the audit and understanding the associated requirements for the extent of the audit.

4. SLMPD REPORT: Officer Douglas.

- Due to unforeseen circumstances, Officer Douglas could not be present.
- When received, the Soulard Crime stats that Officer Douglas prepares specifically for public information without confidential details will be made available to members by the Communications Committee.

5. OLD BUSINESS

- **Mardi Gras Resolution**: Secretary, Editor, President Elect
  - Discussion: Gary Toribio provided a brief overview of the resolution.
  - Jim Dallas mentioned the 2 live events planned and the main concerns with cars, traffic, and drinking & driving. Also, on the customary Grand Parade date of February 13, 2020, the concerns include crowds, traffic, clean-up, and police patrols.
  - Beth Hoops thought that all items mentioned in the resolution are valid concerns.
  - No one requested any edits to the resolution as presented.

Motion to adopt the Board Resolution of Soulard Restoration Group for 2021 Soulard Mardi Gras events and the actions described therein.
Motion by: Marilyn Morris, Seconded by: Beth Hoops
Votes in favor: 8    No votes opposed.
Motion passed unanimously
(This resolution as adopted is attached at the end of these minutes and are on the SRG website.)
• **Board Approved Budget**: President
  o (The “FY 20 Board Approved Budget” was adopted at the October 8, 2020, Special SRG Board meeting.)
  o Neil Putz reported that he has distributed each committees’ budget info to the respective committee chairs.
  o The detailed budget slides are to be retained as an official record of the budget.
  o Fundraising Committee has been provided their requested guidance and assignments for income needed for the various expenses of the committees in FY 2020.
  o Res Promo may be coming back to the Board to request an amendment to their budget with the next priority being “Santa Comes to Soulard” and the completion of the Historic Signage program (6 more signs are needed.)

• **General Membership Meeting November 1**: President
  o Opportunity: First General Meeting since March.
  o Requirement: General Membership approves budget. Members to be provided Budget Profit & Loss and Balance sheets for FY 19 as well as the Board approved FY 20 that is being recommended for approval by the membership.
  o Election not required (President can still appoint to fill vacancies until April 2021.)
  o Lessons learned: communications versus inertia. Neil explained the circumstances and misunderstandings associated with the former intentions to conduct elections for two Board Directors at the 11/1/20 meeting. He took responsibility and apologized for any confusion.
  o Neil will be issuing a letter to membership announcing that there will not be any elections at the November 1st meeting.

• **Zoom Meetings Pro Account for General Membership Meetings**
  o Professional Zoom account for SRG was discussed to assist with communications and as a back-up for weather problems with a physical outdoor meeting on 11/1. It can also be used Board meetings, General Membership Meetings and by committees for their meetings.
  o Jim Dallas will obtain the SRG Zoom account.

**Motion to approve the expense to purchase (or subscribe) Zoom Pro program in the name of SRG from the FY 20 “Board Specific Budget” category.**
Motion by John Durnell, 2nd Beth Hoops
Those present voted in favor of this motion. No votes opposed it.
**Motion passed unanimously**
6. **PRESIDENT ELECT ACTIONS**: President Elect

- **By-Laws Revision**
  - Jim Dallas provided a brief review of his PowerPoint slides that summarized many of the possible revisions.
  - The definition of the boundaries of Soulard for membership purposes was discussed but there was not a consensus between Board members. The topic will be reconsidered and revisited at the November or December Board meeting.
  - The proposed development of documented Board adopted policies and procedures and consolidated in a manual was concurred with in general principle.

- **Discussion: Historic Code Revision**
  - Jim reminded the Board that this has been a long-standing goal for the Code and Zoning Committee.
  - Jim proposes the formation of a working group for the Historic Code update to include Jay Gibbs, John Durnell, and others.
  - The Board did not object to this approach.
  - John Durnell emphasized the importance of coordinating this effort with our 7th and 9th Ward Aldermen.

7. **POLICIES: BUDGET EXECUTION** & **SMALL PURCHASE PROCEDURES**:

   (Secretary and President Elect)

- **SRG POLICY 1-2020: Budget Execution by SRG Committees.**
- **SRG POLICY 2-2020: Small Purchase Procedure.**
  - After a brief discussion of these 2 proposed policies by Gary Toribio and Jim Dallas, some Board members expressed concerns. Therefore, further consideration of the policies was tabled to a future Board meeting.

8. **NEW BUSINESS**

- **Amendments to SRG Approved Annual Budget**: President
  - Neil Putz requested that Board consider the Budget Amendment Policy distributed in the supporting documents for this meeting be reviewed by each Board member with a reply of their opinions on it returned to Neil by Saturday October 24, 2020.
  - (The 10/19/2020 draft of the proposed policy for Amendments to the SRG Approved Annual Budget is attached at the end of these minutes.)

- **General Membership concerns**: Taylor Bodine
  - Various items were discussed, explained, and better understood by Board members.
  - Better communication on all levels of the organization will assist with concerns and explanations of the reasons for actions taken by the President and the Board.
  - Later in the meeting, Taylor suggested that some concerns the Board have become aware of be addressed in Neil’s letter about no elections at the November 1st meeting.
• One Member’s Question: Opening Board Meeting Zoom link to general Members: Taylor Bodine
  o The Board is willing to do this once SRG’s Zoom Meetings Pro Account is set-up.

9. COMMITTEE LIAISON REPORTS
   - BEAUTIFICATION: John Durnell
     • The large pots are being cleaned for the winter.
       o Riley’s florist is assisting with this.
   - CODE & ZONING: John Durnell
     • Jay Gibbs is meeting to discuss projects at 7th and Ann Streets.
     • Strong interest continues for development and new construction throughout Soulard.
       o The committee tries to make suggestions for more suitable approaches rather than being simply being opposed to what is proposed.
     • Twisted Ranch Restaurant made a Facebook post expressing their displeasure with Soulard because the City forced them to remove the painted sign on the brick building.
   - COMMUNICATIONS: Beth Hoops
     • Next edition of the Renaissance Paper for SRG’s Virtual Parlour Tour is in November
       o Articles need to be submitted by the end of October or early November.
     • Beth Hoops has informed Billy Tomber about some technical difficulty with the redistribution of emails addressed to board@soulard.org
     • The next Communications Committee Meeting is scheduled for Monday October 26, 2020.
     • It was mentioned that the Blaster no longer has information on Committee Meetings dates, times, locations.
       o When SRG’s new Zoom Pro account is set-up, the Blaster can start announcing the meetings if the committees provide the information to Jeremy Mehrle for the Blaster.
   - FUNDRAISING:
     • No report since Billy Tomber was not able to attend this meeting.
   - MEMBERSHIP: Scott Plackemeier
     • Next Membership Committee is Friday, October 24, 2020
     • The new member roster booklet is exceptionally large.
   - PARLOUR TOUR: Beth Hoops
     • Virtual Parlour Tour is proceeding
       o A website page is being held for it.
       o Nine Houses will be participating.
       o Content will be shot in November.
   - RESIDENTIAL PROMOTION: Taylor Bodine
     • Budget feedback from the Committee
       o A committee representative may want to talk to the Board
     • Santa Comes to Soulard may be the next event the committee requests a budget amendment for.
     • There will not be a SRG sponsored Halloween Parade.
- **SAFETY**: Neil Putz
  - Neil continues to seek volunteers for the committee.

- **SOULARD STATION**: Marilyn Morris
  - **Committee Chair Report (Current Status)**: President Elect
    - Due to the long duration of the meeting, Jim Dallas will send notes he was prepared to discuss to the Board.
  - Marilyn Morris will be providing the invoice for replacing the broken window to the Treasurer for payment.

9. **ADJOURNMENT**

Motion to Adjourn the Video Conferencing Meeting.
Motion by Marilyn Morris, 2nd by Beth Hoops.
Those present voted in favor of this motion. No votes opposed it.
**Motion passed unanimously**
  - Meeting Adjourned at 11:02 p.m.

* = *Separate document provided to Board members or shared on the Zoom screen.*

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These minutes summarizing this meeting were prepared by SRG Secretary, Gary Toribio.

**Minutes Approved by SRG Board at their meeting on November 18, 2020.**

**Note**: The above information is the Board Secretary’s understanding of the motions, votes and general issues that were discussed but are not intended to be a verbatim transcript of the meeting.

**************************************************************************************************
Board Resolution of Soulard Restoration Group
for 2021 Soulard Mardi Gras events
Adopted on October 21, 2020

At the meeting of the Board of Directors of the Soulard Restoration Group (SRG) on October 21, 2020, the following resolution was proposed and approved by the board:

WHEREAS The SRG functions as a neighborhood association, and its purposes include stabilizing the community;

WHEREAS At the direction of the Board, SRG can support any social and civic organizations whose purpose are complementary to those of the Soulard Restoration Group;

WHEREAS The SRG Board understands the importance of MGI securing the Festival Zone in Soulard during the 2021 Mardi Gras season (January 6 through February 15, 2021) so that MGI can control any events that establishments and others may propose and desire to promote during this timeframe;

WHEREAS The SRG Board recognizes that continuation of the Soulard Mardi Gras branding in 2021 will be conducive to successful Mardi Gras events in future years;

NOW, THEREFORE, be it resolved that, if the following concerns/issues are sufficiently addressed, the Board of Directors of SRG is generally supportive of the 2021 Mardi Gras events influenced by the current COVID-19 pandemic as planned by Mardi Gras Inc. (MGI) and explained to the SRG Board by the MGI Executive Director on a Zoom videoconference on October 5, 2020.

NOW, THEREFORE, the conditions under which this general support is given includes MGI sufficiently addressing the following issues and concerns:

1. MGI’s plans must develop sufficient safeguards to limit and control crowds so that at no time during the entire Mardi Gras season in Soulard is there a risk of a COVID super-spreader event occurring, or that it is even perceived to be so by the neighborhood or by the media.

2. Define steps that MGI will take to discourage drinking and driving and encourage Designated Drivers for the two events that involve vehicles (Scavenger Hunt and Taste of Soulard).

3. How the two events that involve vehicles (Scavenger Hunt and Taste of Soulard) will operate such that they do not create significant traffic issues.
4. How the restricted parking program will be implemented and enforced on the day that is normally referred to as the Grand Parade Day (for 2021, Saturday, February 13th). Generally, will that program adequately limit crowd size, lower COVID risks and address other concerns and issues for Soulard residents and the surrounding neighborhoods that may bear the brunt of parked visitor vehicles, and will business owners within Soulard be satisfied that patrons will be able to access their establishments?

5. MGI must announce in its pre-Mardi Gras publicity that
   (i) there will be no Grand Parade nor any of the customary activities on Grand Parade Day and,
   (ii) all of the COVID Restrictions and Limitations

6. MGI should define and establish satisfactory Participating Establishments (PE) restrictions for operations in the Festival Zone on February 13th, such as no sidewalk bars, off premises tents, early closing or operational limitations of restaurants and bars as normally done at 8 p.m. on Grand Parade Day.

7. MGI needs to develop a thorough plan for security, crowd control, COVID restriction enforcement, trash, cleanup, and toilet facilities during the live events including on the day that is normally referred to as the Grand Parade Day (for 2021, Saturday, February 13th) and private house parties. These plans need to be shared with residents, SRG and other stakeholders as they are being developed. (See next issue)

8. Lastly, SRG strongly encourages MGI to hold monthly Pre-Mardi Gras public forums (virtual and/or in person) beginning in November (similar to the annual Post-Mardi Gras Public Forum prior to a MGI Board meeting) so that Soulard residents are made an active stakeholder and given the opportunity to understand the current plans as they develop, ask questions, raise concerns, give constructive criticism and make suggested improvements to give MGI adequate time to react appropriately as soon as possible in the planning process for the 2021 Mardi Gras season.

NOW, THEREFORE, the SRG representatives on the MGI Board of Directors shall work with MGI Staff and the other MGI Board members to have these issues and concerns addressed to the fullest extent possible.

Motion: Approval of this resolution and the actions described herein.
Motion by: Marilyn Morris, Seconded by: Beth Hoops
Votes in favor: 8    No votes opposed.
Motion was unanimously passed at the October 21, 2020 SRG Board Meeting.

Signed: Neil Putz
(Neil Putz, President)
DRAFT – FOR INITIAL BOARD REVIEW - Amendments to the SRG Approved Annual Budget.

1. If any committee wants an increase in the funds allocated for a specific line item in the approved annual budget or to modify or add a new or different line item for products, services or an event not included in their original Budget request, then the Committee Chair may prepare a detailed written request with details, costs and/or proposed income and expenses for the new event(s).

2. The request for a budget amendment be submitted by the Committee Chair via their Board Liaison to the SRG Board for prior approval of the expenditure.

3. If the new request is received early enough to be reviewed by the President and its financial impact evaluated by the Treasurer before the next monthly Board meeting, it will be considered by the Board with an associated motion to approve the event and amend the budget at that meeting.

4. However, Board action on the request may be tabled until the subsequent monthly Board meeting if additional time is necessary for sufficient review or if additional Officer/Board questions need to be answered by the committee.

5. Committees cannot proceed with publicizing the procurement, proposed new event or make any financial commitments (formally or informally) without prior Board approval of the procurement and/or event and its inclusion in the Fiscal Year Budget.