Meeting Date: Wednesday, November 18, 2020
Time called to order: 7:09 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: December 16, 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; Nancy Lambert, Billy Tomber (Editor, Renaissance)

SPEAKERS/OTHER ATTENDEES: None

1. CALL TO ORDER & OPENING REMARKS: President
   - Meeting Duration:
     - 2 hrs. maximum
     - Goal is 90 min
   - Welcoming of Nancy Lambert as a recently appointed and Board approved at large Director to fill a vacancy due to a resignation for a term that expires in April 2021.
     - The Secretary said he would attach a copy of the associated E-mail Communications regarding Nancy’s appointment at the end of the minutes for this meeting.
   - Volunteering for SRG Committees
     - Neil Putz explained that all the SRG Committees can be fun.
     - Soulard Station Committee:
       - Both Michelle Northington and Laura Grace expressed an interest in becoming the committee chair
       - Marilyn Morris will work between them.
       - Gary Toribio reminded everyone about the Bylaw requirements for heads of committees being be appointed by the President, with the approval of the Board of Directors.
       - Neil will make an appointment for Board approval by next month.
       - Bonita Leiber has also volunteered to be a member of the Station Committee.
     - Volunteers for the Safety Committee from the November 1st General Membership meeting.
       - Neil has tried to contact Jeffrey Bachmann and Scott Fiedler who volunteered to join the Safety Committee, but they have not responded.
   - Discuss FY 2020 Board Goals
     - Survive the pandemic
       - Fully staff our organization with e-voting for President Elect and making appointments for vacancies
     - Establish a repeatable budget process
       - A deliberate process was established, but documenting it is in progress for adoption as a Board policy for future years.
     - Revise By-Laws
       - In progress but all revisions would need to be completed and sent to members by the February 2021 Membership Meeting if it is to be voted on at the Annual Membership Meeting in April.
     - Revise Historic Code
       - Attention given to the need for this.
2. Future of Soulard Station
   - Already in discussion but more meetings will be needed.

2. SLMPD LIAISON REPORT: Not provided as Officer Douglas was unavailable to join the meeting.

3. FINANCIAL REPORT: Treasurer
   - Jeff Roberts reported the Current Balance, cash on hand: $86,833
     - Parlour Tour already has $2,000 in sponsors
     - Membership Committee has sold $80 of face masks
     - Just some expenses for Beautification Committee
     - Paying our prior year’s fee for tax accountant services.
   - Jeff running behind on sending out the Committees’ financial budget report for the 1st Quarter FY 2020
   - Some costs/items in progress of being evaluated, and Jeff felt more comfortable with Board concurrence on making payments due to our tight fiscal policies this year.
     - City’s annual banner fee for 4 Soulard Signs on light poles, $40. The Board was in consensus to pay the costs with no objections from any members. Although it was in the FY 2019 Res Promo Budget, it is being paid from the FY 2020 Board Expense line item.
     - Costs for the printing of the Budget packet for the 11/1 Membership meeting and the SRG subscription to Zoom Pro. The Zoom subscription was approved at last month’s Board meeting, and there were no objections to paying the budget printing costs.
   - SLMPD Central Patrol Business Association (CPBA) request for donation.
     - CPBA is a nonprofit that supports cooperation between law enforcement and the business owners for safe, vibrant, and thriving neighborhoods of the 3rd and 4th Police Districts.
     - SRG has customarily purchased a $500 table at the annual November CPBA Trivia Night
     - Due to COVID restrictions the Trivia Night is not being held, but they are still seeking donations.
     - The Board discussed various amounts that would be appropriate in consideration of the needs of Central Patrol as well as SRG’s limited fiscal resources during the pandemic and agreed upon $250, half of our customary donation.

Motion to make a $250 donation to CPBA from the Board expense budget line item.
Motion by: Billy Tomber, 2nd: Scott Plackemeier
Those present voted in favor of this motion. No votes opposed it.
Motion passed unanimously

- Soulard Clean Team by Sts Peter & Paul Social Services
  - Received the invoice/request for SRG’s annual $5,000 contribution that matches SBA’s $5,000 contribution.
  - It is an approved budget item for the homeless/unemployed team that picks-up litter throughout various parts of the neighborhood during the year. However, Jeff wanted Board approval before issuing a $5,000 check due to SRG’s fiscal situation during the pandemic.
Motion to authorize the Treasurer to pay the $5,000 invoice for the Clean Team matching the amount paid by SBA.
Motion by: Billy Tomber, 2nd: Scott Plackemeier
Those present voted in favor of this motion. No votes opposed it.
Motion passed unanimously

4. OLD BUSINESS

- **FY 2020 Budget: Procedure for Amendment Requests** (President)
  (A copy of the Budget Amendment Procedure adopted by the Board through E-mail Communications in late October 2020 is attached at the end of these minutes.)
  - As time passes, we can better assess ‘when’ we will have COVID vaccine(s) and make appropriate fiscal and budget adjustments.
  - Anticipating Budget Amendment package from Fundraising
    - Smarty Gras Virtual Trivia, revisit the Soulard Summer Concert Series, other possible virtual ideas.
    - Fundraising is to submit a written request for Smarty Gras per the Board policy for “Amendments to the SRG Approved Annual Budget”.
    - Neil will forward it for a motion and Board action through E-mail communications.
  - Anticipating Budget Amendment package from Res Promo
    - When asked, Taylor Bodine thought that Res Promo will not try to have a “Santa Comes to Soulard” event but will confirm this with the Committee Chair which she did during the meeting.
  - Documented Committee approach to any event will determine what needs to be reviewed and approved by the City.

- **General Meetings (President)**
  - The outdoor meeting on November 1 was a new beginning for monthly General Membership meetings. However, cold weather is coming which will preclude outdoor meetings for several months.
  - New Zoom Account can enable virtual General Meetings monthly thru the Winter.
    - Beth Hoops will have the Zoom link for members posted on the website. After the Parlour Tour, she will also work on instructional videos for use of Zoom by meeting leaders/speakers as well as members.
  - The Board generally concurred with the first Wednesday schedule for resuming virtual monthly General Membership Meetings. (2 Dec, 6 Jan is 12th Night so it may need to be on a different evening.)
  - Scott Plackemeier mentioned that he was approached by Mayoral Candidate and Ward 20 Alderperson, Cara Spencer, to speak at a SRG general membership meeting. Gary Toribio explained our past practice of allowing candidates to speak to interested members that want to stay after adjournment of the meeting.
  - Neil explained that today, 11/18/2020, he just became aware of the following issue regarding the November 1, 2020, General Membership meeting in Pontiac Square Park.
    - Approximately a week after the meeting, one of the meeting attendees displayed flu-like symptoms and then tested positive for COVID-19.
    - This meeting attendee was likely not a risk to other attendees because the meeting was held 7 days before the person felt ill and tested positive for COVID.
    - John Durnell and the rest of the Board suggested a President’s letter Blasted notifying all members of this issue and to advise anyone who
attended the meeting and are concerned, to please get COVID testing, although it was now almost 3 weeks since the meeting.
– Jim Dallas recommended that the President’s Letter on this issue be distributed via the Blaster as soon as the letter is drafted within the next day or two rather than waiting until the normal Blaster schedule of Wednesdays, which would be another week away. The Board agreed and Neil said he would prepare his draft letter and send it to Board for review and comment tomorrow, November 19th and then have Communications Committee send it in a Blaster immediately after Board input is received and incorporated.
– Neil said he would also reiterate that SRG and our committees are to use our new Zoom videoconferencing subscription and not have in person meetings per current City COVID restrictions and guidelines. The Board strongly agreed with Neil.

- PRESIDENT ELECT ACTIONS: President Elect

- By-Laws Revision*
  o Jim Dallas reported that the Bylaw working committee had a videoconference on November 11th with participation by 7 members including Scott Plackemeier, Wade Weistreich, Gary Toribio, Luann Denton, Venessa Kobrin, Lisa Otke-Doucet, and himself.
  o Definition of the boundaries of Soulard for Voting membership.
    - The 10/21 Board discussion of the options was explained to the working group.
    - The Group’s inclination was to use the City’s definition of the “Soulard Neighborhood” boundaries per their online map.
    - The Board took this under advisement but did not make any decisions.
  o Renaissance Editor position on the SRG Board.
    - The working group discussed the current bylaw provisions for the Editor of the Renaissance being a voting member of the SRG Board which continues automatically, and if this is necessary with all of the current social media outlets the SRG now uses.
    - The working group also felt there were three individuals involved as Renaissance Editors (2 “Editors-In-Chief” and an “Editor Emeritus”/”Executive Editor”), but the Bylaws only recognizes the position of one “Editor” to be on the Board.
    - There was a Board discussion with general consensus that there should be Bylaw changes regarding the Editor being on the Board, but no final decisions were made. Gary Toribio suggested presenting a single bylaw amendment on this topic alone for approval at the April 2021 Membership Meeting, but the Board did not favor that approach. Some Board members felt this topic should be part of a larger set of 12 to 15 changes in a comprehensive bylaw amendment considered by Membership all at one time.
    - The working committee also raised a question about the paper’s private publisher compensating the editors for their services on each issue and to Billy Tomber for managing the delivery of the paper from his company’s warehouse. The Board did not have any objections regarding this practice especially since it involves such minimal amounts.
- Gary Toribio reminded everyone that the Bylaws state: “The Board shall appoint by majority vote the Editor of the newspaper, who shall serve at the discretion of the Board”. No one could recollect when or if a former Board voted on appointing the SRG “Editor”.
- Neil Putz proposed that Billy Tomber be formally appointed by the Board as the Editor of the Renaissance until the end of Neil’s term as President.
- Billy Tomber instantly volunteered to leave the Zoom videoconference while the Board discussed and voted on this appointment and promptly did so at approximately 8:30 p.m..

After a brief discussion, Neil called for a Board vote to:

**Appoint Billy Tomber the Editor of the Renaissance until the end of Neil Putz’s term as President.**

Those present voted in favor of this motion. No votes opposed it. Billy Tomber was not present and did not vote.

**Appointment passed unanimously.**

- After the vote, Billy Tomber was immediately invited back in the Zoom videoconference and rejoined the meeting shortly after 8:40 p.m.
- Neil summarized that in the future when each new Board takes office that the Editor should be reappointed and approved by a Board vote.

- **Future of Soulard Station**
  - Jim reported that he will have a Soulard Station Working Group Zoom meeting in early December to start making progress on this matter.

- **Historic Code Revision**
  - John Durnell, Jay Gibbs, and Jim Dallas have discussed the revisions and are in the process of obtaining notes from Karen Moske’s previous efforts on this.
  - John Durnell thinks others outside of our SRG organization need to be involved and members of this working group.

- **Control of SRG’s Zoom account.**
  - Jim Dallas obtained Zoom Pro for SRG and set up the account. He asked how others could be given control of conducting SRG Zoom meetings.
  - Beth Hoops and Billy Tomber agreed to address this and set up protocols for use of the account by various SRG Board members, committees, and groups.

5. **NEW BUSINESS**

- **Formation of the Nominating Committee for the April 2021 elections:** President
  - Neil Putz explained that soon we need to form a Nominating Committee.
  - Gary Toribio reminded the Board of the associated Bylaw requirements for the Nominating committee to consist of least five (5) voting members appointed no later than December 1st and that the committee needs to present a slate of nominees by the February 2021 General Membership meeting.
  - Neil was to ask for SRG members who are interested in being on the Nominating Committee and try to inform the Board of the proposed appointees as soon as possible in December although it may take until the December 16th Board meeting.

6. **MINUTES OF PREVIOUS MONTHLY BOARD MEETING:** Secretary

- Gary Toribio presented the final draft of the October 21, 2020, Board Meeting Minutes with all received Board review comments incorporated for approval
Motion to approve the minutes for the SRG Monthly Board Meeting on October 21, 2020, as presented by the Secretary.
Motion by Scott Plackemeier, 2nd Taylor Bodine
Those present voted in favor of this motion. No votes opposed it.
Motion passed unanimously

8. COMMITTEE LIAISON REPORTS
   - SOULARD STATION: Marilyn Morris
     • All is normal per the status quo, so nothing else to mention in addition to the President Elect’s report on the Future of Soulard Station Working Group.
   - SAFETY: Neil Putz
     • As reported earlier in the meeting, Neil is continuing his attempt to contact Jeffrey Bachmann and Scott Fiedler who said they would join the committee at the 11/1 Membership meeting. Otherwise he is seeking more volunteers for the committee.
     • Neil asked Nancy Lambert to be the Board liaison for the Safety Committee since Dave Perry had that responsibility before he resigned.
     • Neil will provide Nancy budget and other information for this committee.
     • The committee is to primarily work with the Soulard Special Business District (SSBD) and cross coordinate with them.
   - PARLOUR TOUR: Beth Hoops
     • Virtual Parlour Tour making good progress, and Jeanne Kirby is doing very well with everything.
     • The virtual tour is to be available online starting on December 5, 2020.
     • On November 21st seven of the nine homes are being videoed followed by the other two.
     • Jeremy Mehrle is a professional videographer and doing the videos.
     • Sponsorship is also doing well with $6,000 already obtained.
   - MEMBERSHIP: Scott Plackemeier
     • Not much to report after the November 1, 2020, General Membership meeting.
     • The Membership Roster and SRG face masks took a significant amount of effort before the 11/1 meeting.
   - FUNDRAISING: Billy Tomber
     • Smarty Gras was discussed earlier in the meeting. It is already on the SRG website but is not being heavily promoted until the budget amendment is approved by the Board.
   - COMMUNICATIONS: Beth Hoops
     • The Holiday Parlour Tour issue of the Renaissance Paper is being finalized and will soon go to the publisher for printing.
     • The committee will need to do the distribution of the paper since Linda Kurdi has retired from doing it.
     • The deadline for the next Mardi Gras issue will be at the end of January (approx. 1/29/21)’s Virtual Parlour Tour is in November
   - BEAUTIFICATION: John Durnell
     • Not much to report during the dormant Winter months.
     • The committee did have a small, socially distanced meeting to discuss fundraising ideas for the Holidays; but decided against doing it after considering all the details and COVID restrictions.
     • Phyllis Young has volunteered to help with the gardening in Pontiac Square Park and is already doing a significant amount of work.
• The tree trimming at Soulard Station is scheduled to be done by the contractor in December.

- **CODE & ZONING**: John Durnell
  • “The Wood Shack” wants a temporary structure outside during the Winter months due to COVID restrictions on indoor dining.
  • Met with Charlie Clouser, the developer of the apartment complex at 9th and Soulard Sts.
    - The size is being reduced to perhaps 25 units, but parking needs to be addressed as well as a few additional issues.
  • SoHo Apartments at the former Broadway Ford site agreed to use materials requested by the committee.
  • The two proposed new townhouses at 912 and 916 Geyer next to Coffee Garden is making some adjustments to the layout of windows.
  • The developer of the apartment complex at 7th and Shenandoah at the old plating plant is currently proposing demolishing the existing building and house but the committee is strongly opposed to this.

- **RESIDENTIAL PROMOTION**: Taylor Bodine
  • Nothing else reported in addition to the discussion earlier in the meeting under Old Business on a possible budget amendment.

9. **ADJOURNMENT**

Motion to Adjourn the Video Conferencing Meeting.
Motion by Gary Toribio, 2nd by Nancy Lambert
Those present voted in favor of this motion. No votes opposed it.
**Motion passed unanimously**
  - Meeting Adjourned at 9:00 p.m.

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

**Minutes Approved by SRG Board at their meeting on December 16, 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.

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Procedure for: AMENDMENTS TO THE SRG APPROVED ANNUAL BUDGET

Motion for Board action by e-mail notification to adopt the following procedure for:
AMENDMENTS TO THE SRG APPROVED ANNUAL BUDGET

During each fiscal year’s budget process, Committee Chairs will engage with their Board liaisons and with the Board to move from each committee’s budget request, to Board-approved budget, to member approved budget. During the course of this process Committee Chairs should be given ample opportunity to understand and answer questions that the Board may ask regarding each committee’s budget request, and through the Board liaison, move the committee’s budget from budget request stage, to fully approved stage.

Once finalized, the Committee Chairs are responsible for following their annual budget as approved by the SRG Board and General Membership (overall, the “Budget”; for each committee, its “Committee Budget”). Past the point of approval of the Budget, the Committee Chairs shall keep in mind:

1. If any committee wants an increase in the funds allocated for a specific line item in its Committee Budget or to modify or add a new or different line item for products, services or an event not included in the Budget or in the committee’s 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 should 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 Budget.

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Motion made by: John Durnell, 2nd by: Marilyn Morris (Both via email on October 26, 2020, to all members of the Board)
No Board member objected to acting on the motion through e-mail
E-mail votes: By October 29, 2020, 9 votes in Favor of the motion, None Opposed.
Motion passed unanimously and will become an official act of the Board on November 2, 2020, which is one week after the date the motion was e-mailed to all Board members in accordance with the SRG Bylaws.

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Filling Board Director-at-Large Vacancy due to resignation of Dave Perry

FROM: Neil Putz
SENT: Tuesday, November 10, 2020 12:46 PM
TO: SRG Board (Jim Dallas, Marilyn Morris, Beth Hoops, Billy Tomber, John Durnell, Jeff Roberts, Gary Toribio, Scott Plackemeier, Taylor Bodine)
SUBJECT: Appointment of Acting Director (Nancy Lambert)

Board,

Effective 8:10 am this morning, we now have unanimous Board ratification/approval of my appointment of Nancy Lambert to join our Board. I will notify her and prepare her to join our next monthly Board meeting (Zoom, on Wed, Nov 18).

Respectfully,
Neil L. Putz
President, Soulard Restoration Group (SRG)

------- Original Message -------

FROM: Neil Putz
SENT: Sunday, November 8, 2020 11:19 PM
TO: SRG Board (Jim Dallas, Marilyn Morris, Beth Hoops, Billy Tomber, John Durnell, Jeff Roberts, Gary Toribio, Scott Plackemeier, Taylor Bodine)
SUBJECT: Appointment of Acting Director-at-Large (vice Dave Perry)

Board Members,

After deliberation and consideration, I have selected Nancy Lambert as the most qualified person to fill the remaining term of the Director-at-Large position vacated due to Dave Perry’s resignation. This term will end at our Annual Meeting in April 2021. This selection and appointment is keeping with Article V, Section 11 (Vacancies) of our SRG Bylaws. As you will see from Nancy’s fact sheet (attached), she has selflessly served the SRG in a wide range of volunteer positions, including Residential Promotion, Beautification, Fundraising (Oktoberfest and Parlour Tour), and most recently as an SRG representative on the MGI Board. This diverse experience makes her an exceptional addition to the SRG Board.

I am initiating the process of appointing Nancy by notifying you, the Board. Approval of a majority of the Board is required to complete this appointment.

Would you please consider this appointment, and provide your vote by Sunday, November 14th? With your vote of approval, this will enable Nancy Lambert time to prepare to join us for our monthly Board meeting on Wednesday, November 18th.

Respectfully,
Neil L. Putz
President, Soulard Restoration Group (SRG)

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