

Benton Park West Neighborhood Association – Board Meeting

Tuesday, January 06, 2015

Call to order – 6:38 pm

1. Roll Call
 - a. President, Linda Hennigh, Present
 - b. Vice Present, Becky Martinez, Present
 - c. Secretary, Scott McIntosh, Present
 - d. Treasurer, Frank Becker, Present
 - e. Member At-Large, Roz Ball, Present
 - f. Member At-Large, Gwen Staples–Bey
 - g. Block Link, Vacant
 - h. Communications, Bill Byrd, Present
 - i. Finance, Frank Becker, Present
 - j. Membership – Karen Becker, Present
 - k. Beautification, Stephanie McKinney (Tentative), Absent
 - l. Community Garden, Jake Roeckle and Leland Drexler-Russell, Absent
 - m. Dog Park, Mandy Mankin, Absent
 - n. Facilities, Bill Byrd
 - o. Fundraising, Vacant
 - p. Quality of Life and Safety, Carrie Sleep, Absent
 - q. Youth Outreach, Pam Welsh, Present
 - r. Cherokee Street Liaison, Anne McCullough, Absent
2. Review and acceptance of December Board Meeting Minutes – Bill Byrd moves, Pam Welsh seconds, passes
3. Review December Treasurer’s Report and 2014 Budget
4. Vote
 - a. Pay Salvation Army office rent, \$300 for Jan-June; Bill Byrd moves to pay 6 months rent, Frank Becker seconds, passes
5. Standing Committees
 - a. Block Link
 - b. Communications
 - c. Finance
 - d. Membership
6. Special Committees
 - a. Beautification
 - b. Community Garden
 - c. Dog Park
 - d. Facilities
 - e. Fundraising
 - i. Someone who keeps track of the money at fundraisers (ex: Mardi Gras)
 - ii. Help secure volunteers for the fundraisers (ex: Oktoberfest)
 - f. Housing
 - g. Quality of Life and Safety
 - h. Youth Outreach
7. Discussion Items
 - a. Action Items

- b. Review New Member Packets, Mission Statement, Vision, etc with new Board and committee chairs
 - c. Welcome Wagon
 - i. Karen has new ideas
 - ii. Something for new home owners, not renters
 - iii. City Assessor's Office can indicate when a home has been purchased
 - iv. Items to give away; possibilities in storage or something new
 - d. Tentative 2015 Calendar
 - i. Easter Eggstravaganza – Sat, April 4
 - ii. Trunk or Treat – Sun, Oct 25
 - iii. Planning meeting on Sat, Feb 7 @ 9:30 am at Bill's House
 - e. Committees & Subcommittees
 - i. Filling Vacancies and Building committees
 - 1. Post about one committee at a time asking interested parties to meet
 - 2. During info meeting, explain committee and see if a chair candidate rises from the group
 - ii. Beautification
 - 1. Tentatively Stephanie McKinney
 - 2. She and Graham are interested in getting street trees
 - f. Dropbox
 - i. Who should the 5 members be?
 - ii. President
 - iii. Vice-President
 - iv. Treasurer
 - v. Secretary
 - vi. Membership
 - g. Signup Genius – Bill will purchase
 - h. Shared Calendar
 - i. Google calendar
 - 1. Free
 - 2. Can set up reminder and reoccurrence
 - 3. Secretary to updated as need after others add their items
 - 4. Outline items to be added; regularly scheduled payments, renewals, applications, etc.
 - 5. Use @bentonparkwest.org emails when possible
8. Bike Corral
- a. On Oregon at Cherokee; gets visitors further west on Cherokee and doesn't take away a parking spot on Cherokee
9. Mardi Gras Fundraiser
- a. Have a process doc on Dropbox
 - b. Need volunteers
10. Review January Neighborhood Association Meeting Agenda
- a. Mention Cherokee Neighborhoods Happy Hour
 - b. Mention tentative events and activities – seek volunteers?
11. Open Forum
12. Adjournment – Pam Welsh moves, Bill Byrd seconds, passes at 8:18 pm

ACTION ITEMS

I. All

- a. Bring \$1 for 50/50 at Membership Meeting

II. Becky

- a. Take t-shirt and cards to Melt to be displayed for sale
- b. Send bio

III. Bill

- a. New Neighbor packets
- b. Print T-shirt cards for Becky
- c. Change emails
 - i. Vice President to Becky
 - ii. Treasurer to Frank
- d. SignUp Genius
- e. Ketsia follow up about business getting a red kettle w/or w/out a ringer and what it would take
- f. July talk to Dan Gunther about Oktoberfest

IV. Frank

- a. Monthly Treasurer's and Budget report; includes year-to-date budget
- b. Discuss new CD in March 2015 when current CD expires; add \$10K?
- c. Correct Becky's membership and silent auction from Square info
- d. Send bio
- e. Send headshot if you want it added to the website

V. Karen

- a. Membership incentives proposal; will share at Board meeting
- b. Welcome Wagon proposal

VI. Linda

- a. Board and NA meeting agendas
- b. Letters of support
- c. Google phone – option to replace office phone
- d. Put page numbers on the Board meeting agenda

VII. Mandy

VIII. Pam

- a. NAB work – need more people involved
 - i. Send info to Scott and Bill to promote

IX. Roz

- a. Send bio
- b. Send headshot if you want it added to the website

X. Scott

- a. Monthly Board and NA meeting minutes
- b. Send monthly reminder to Anne about membership meeting; if she can't make it to send report for me to share at meeting
- c. Housing Committee
 - i. Post update BPW real estate listings on Fridays
 - ii. Schedule housing meetings; same day as Housing Corporation. If City wants a meeting or not, we'll meet.
- d. Website

- i. Add monthly Board and Membership meeting minutes
- ii. Update headshots for Frank and Roz