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| <input checked="" type="checkbox"/> Bryan Cody –    | <input checked="" type="checkbox"/> Jeremy Czubko   | <input checked="" type="checkbox"/> Jennifer Meeks - arrived |
| <input checked="" type="checkbox"/> Suzanne De Haan | <input type="checkbox"/> Rebecca Klesmith           | 7:20pm   |
| <input checked="" type="checkbox"/> Carolyn Ferrari | <input checked="" type="checkbox"/> Abigail Larimer | <input checked="" type="checkbox"/> Wayne Norlin             |
| <input checked="" type="checkbox"/> James Scozzari  | <input checked="" type="checkbox"/> Kimberly Lucas  | <input checked="" type="checkbox"/> Jeff Phillips            |
| <input checked="" type="checkbox"/> Liz Bracken     | <input checked="" type="checkbox"/> Jim McClurg     | <input type="checkbox"/> Matthew Smith                       |
| <input checked="" type="checkbox"/> Denise Cook     |   |  |

**Absent:** Rebecca Klesmith, Matthew Smith

**Staff Present:** Barbara Draughon, Laska Nygaard (via Zoom) and Maria Zache Starkey (Via Zoom)

**Neighbors:** There were several neighbors in attendance.

1. **Call to Order** - The meeting was called to order at 7:00 pm.
2. **Minutes** - The minutes of the January 17, 2024, meeting were presented for review and approval. Brief discussion about corrections that had been made from the earlier version. No additional changes proposed. Motion by J McClurg; second by K Lucas; motion carried.
3. **Public Comment** – B Cody asked if there were any comments from the neighborhood and read an opening “ground rules” statement to set the tone for conversation.

Resident K Phillips inquired if the website could be updated to reflect the current board as residents attempted to find the information during the recent land use interaction with Family Promise (FP) and found it outdated. She also suggested that maybe broader use of social media for items needing quick communication. B Draughon noted she thought the changes had already been made and would investigate.

Resident D Meeks thanked the Board for its statement at the City Planning Commission meeting and for quickly turning around the petition requesting City leaders meet with residents.

4. **Treasurer’s Report** – C Ferrari reviewed the monthly cash flow report noting the appearance of “over spending” given the negative flow but stated this is normal until Tour revenue starts to come in. She noted she is shopping rates for CD and working with bookkeeper to clarify tracking of budget items.

#### 5. **Committee Reports**

**Land Use** – M Smith away so B Draughon noted the committee met twice and asked if anyone from the committee could comment more specifically. They are working on updated guidelines for committee responsibilities. She noted the petition regarding zoning ordinance is going around to the neighbors as well as other neighborhood associations. FP was applying for a special land use permit but withdrew their application because the timeline was too short for them to decide. And on the radar is the HHA Master Plan. Wayne clarified that committee guidelines are outdated from when it was called the “Zoning Committee”. In recent years more things like parks, traffic and zoning changes have come under the purview of the committee, which are not currently covered by the guidelines. J McClurg noted long discussion regarding proposed City ordinance changes and lack of awareness with the neighbors and some of the Board members regarding the importance and severity of changes. B Cody requested Land Use create an information document to share. J Phillips suggested the idea of creating informational

sessions to engage as much of the City as possible to ensure engagement. B Draughon talking with Garfield Park and Roosevelt Park to create greater engagement. B Cody said an informational session could be helpful. Wayne Norlin inquired about the status of questionnaire and next steps with petition once we hit a number of signatures. Discussion was had on the number of signatures desired. In addition to the electronic petition, paper copies are circulating as well. Would like to collect 1000 signatures by no later than the 3<sup>rd</sup> week of March to be sent directly to the mayor. The petition has only been available for 24 hours and viewed more than 7,000 times. Only 100+ signatures thus far. C Ferrari asked where all we have sent to. B Draughon indicated about 30 neighborhood associations have been emailed. J Phillips/Land Use to send plan to the group about next steps to spread the word.

**Technology** – J Czubko noted the new formed committee met and reviewed three main topics: launching of new HHA website and how to best manage updates and relevancy; auditing of all IT systems, services, and hardware to determine what is modern, secure, etc. to be able to plan for future updates; and evaluating customer relations management (CRM) solutions. L Bracken noted a few other neighborhood associations had nice setup for donation requests. K Lucas noted they are just starting to evaluate some of those things. J Czubko noted he works with other non-profits and has seen some very good ideas.

**Home Tour** – S De Haan thanked the Board for volunteering. We will need 138 people for the homes. B Cody gave an extension for the contest to find the most volunteers. J Meeks inquired about the current count and D Cook inquired about the number of hours per shift. S DeHaan stated not sure of current count and 3 ½ hour shift but longer is welcome. J Phillips inquired on marketing resources. B Draughon indicated Reagan Marketing handles PR/marketing. J Phillips asked if an executive report was available, and if so, whether a copy could be obtained and shared. B Draughon to inquire. Inquiry about ticket prices and when available. Tickets will be \$20 in advance and \$27 on the day of the tour. Paper tickets will be printed soon. J McClurg asked if price the same as last year. It is the same price, but that is because the price per ticket was increased last year. Discussion about whether price too low. It was noted that the Home Tour Committee has already decided it didn't want to increase prices but will be evaluated again next year.

**Community Engagement**– C Ferrari noted committee met and mapped out a general plan and dates. She provided an overview of dates. B Cody inquired if dates could be shared with the Board. K Lucas asked about adding to the website. C Ferrari noted not all dates firm but as they are finalized, they can be added. Someone asked if Dog Story Theater is in and open yet. Possibility to do something with them in the future. A. Larimer noted volunteers will be needed for the all the planned events. J McClurg noted he had volunteered for this committee. B Draughon noted she had shared to the Chairs all who had wanted to volunteer and asked all Board members to follow up if they had not received communication from the chair of the committee they had signed up for.

**Public Safety** – L Nygaard indicated she sent an email to those interested in joining the newly created committee to set a date for the first meeting.

**Fundraising** – D Cook noted the committee's first in-person meeting was pushed back due to the FP informational session. The committee will meet before the March Board meeting and provide an update.

## 6. Staff Reports

- a. B Draughon – B Draughon shared the positive feedback she received on the report sent to neighbors detailing the discussions at the density forums held earlier in November. Neighbors noted that the written report helped to lift all voices to an equal volume that was otherwise difficult to achieve in-person.
- b. L Nygaard – Spring cleaning date set and will give more information soon, but volunteers will be needed. Dates are April 20-27th which allows for people to volunteer when they can and to get things clean before the Home Tour.

**7. Old Business / New Business**

- a. J Meeks asked who hosted the meeting at FP as she was unsure if her attendance was as an official Board member or just a neighbor? B Draughon noted FP offered to host a meeting of neighbors. B Cody just spoke to set the tone to avoid any potential conflict. W Norlin noted setting the tone was an excellent start and even though there was passion it was professional. Respect will be important as we navigate challenging issues. Some discussion about how communication flowed and whether there is a concern if HHA uses its letterhead or if we share from others. Decision to word notifications to include “on behalf of” whatever entity / event when communicating with neighbors.
- b. J McClurg asked if there are job descriptions. B Draughon noted she manages the staff and delegates duties. B Draughon stated there are descriptions and they will be sent to the Board.

J McClurg asked if there are ever written reports from Committees. B Cody noted that unless an item requires a Board vote, reports are verbal. C Ferrari noted she is on several other boards and doesn’t have time to create reports. K Lucas asked if there was ever a time when reports were created. The former recording secretary was in attendance and noted it was the responsibility of the recording secretary to make those notes.

L Bracken asked if committee charters don’t exist, how the committee Chairs know what the responsibilities of the committees are. B Draughon noted Chairs are being asked to do that. J Scozzari said if we have Charters, we risk pigeonholing the committees. It was noted committees are only making suggestions and no decisions should be made. J Czubko noted that we need to allow committees to use their best judgment to make any progress. B Draughon noted the culture is to be fun for the association and to help ensure people want to serve. If there is an issue or question, she can provide clarity. J Meeks referred to By-Laws noting that the Board is required to establish written procedures which shall govern the conduct and operation of standing and special committees.

C Ferrari noted she sought out the Board when she moved to HH and the spirit of the Board has been evident through difficult times like the pandemic and she now feels like formality is taking the place of function. It feels too rigid and is no longer fun. She believes the culture needs to be more organic. She inquired how to bridge the gap between structure and fluidity. The Board has had a good working relationship for the last three plus years and now it feels too rigid. L. Bracken shared that with HHA being a recipient of a Community Services Block Grant (CSBG) as well as tax-exempt donations through its 501(c)3 status, following bylaws and other documentation efforts regarding Association activities are critical for compliance. K Lucas inquired if we could come up with some basic committee templates to support structure and communication, but also have it be easy and fun. C Ferrari noted they have functioned to this point without more structure so why do we need to add more structure now. J Scozzari noted rules are necessary but if we become a bureaucracy, we become less effective. We need

aware of the intent of the actions. B Cody indicated we needed to think of ourselves as one group and to ask for things directly. He indicated that our goal is to run by the rules, but we also want to have

fun. J McClurg stated his question felt direct and he asked to better understand what the Board member role is. Several people indicated there was no malice intended in their comments and all agreed using the different talents between the Board members to the benefit of HHA is the goal.

- c. J Phillips asked about a meeting that City runs for all neighborhood associations, and would it be appropriate to send a Board member or if B Draughon or L Nygaard attends could they share more information on the petition. L. Nygaard noted that it is hosted by the city and most appropriate for neighborhood staff and designated volunteers. B Draughon indicated HHA does attend and will share
- d. J McClurg asked about whether there is ever a Board retreat. B Cody stated he had been thinking about some sort of mixer / social event.
- e. J McClurg asked if the Board can be notified about communication coming from HHA in advance so when neighbors ask about HHA email communications and/or events, we are aware it's happening. B. Draughon and W. Norlin explained that established procedures were followed. Members noted that advance notice to board members is important and should continue to be done for future efforts, as well.
- f. J Czubko noted that the Board is different than what it was before and it's OK for us all to be different and bring different perspectives and not take different ideas personally.
- g. D Cook asked whether a decision had been made about hosting an event to celebrate volunteers. B Draughon noted there is budget money for something like that and the plan is to explore further. Hope to use CRM solutions to engage further with volunteers. D Cook noted Garden Club committee hosts their volunteers and they make it cost effective. The topic will be revisited at an upcoming meeting.
- h. B Cody encouraged all Board members to reach out to one another to schedule a coffee before the March Board meeting.

8. **Adjournment** at 8:30 pm.