**HERITAGE HILL ASSOCIATION (HHA) BOARD OF DIRECTORS MEETING – APRIL 16, 2025**

☒Bryan Cody
☒ James Scozzari
☒ Liz Bracken
☒ Denise Cook
☒ Jeremy Czubko
☒ Abigail Larimer
☒ Kimberly Lucas
☒ Jim McClurg
Jennifer Meeks
☒ Wayne Norlin
☒ Jeff Phillips
☒ Michelle Hoexum
☒ Delores Deen
☒Chris Levine

**Staff Present:** Laska Nygaard, Carly Durham-Bruins, and Maria Zache Starkey.

*Due to technical difficulties, a Zoom recording of the April HHA Board meeting was not captured. The minutes below reflect individual Board Member notes.*

1. Call to Order: Meeting was called to order by Bryan C. at 7:00pm.

2. Public Comment (3 min): Coleen Hamman was present. She shared that Central Reformed Church was looking forward to accommodation for Hill Tour and mentioned assistance with providing an information table. She noted that tour goers often ask for tour information - ticket and map-related questions are common.

3. Approve March Minutes: Minutes were reviewed and approved by all.

4. President's Report:
   a. Hand-in-five volunteers: Bryan C. asked Board members about their outreach to potential sponsors for Home Tour. Most shared that securing timely responses had been difficult. All were encouraged to continue to follow up.
   b. Contacting potential sponsors: Bryan asked each Board Member to reach out to at least five contacts seeking their potential sponsorship of Home Tour. He will share additional information through email on possible sponsors for outreach.
   c. VOTE: Bryan C. reminded the Board that there would be no meeting in May due to Home Tour. The Board unanimously voted not to meet in July, following precedent that this month is summer break for HHA staff and board members.
   d. Bryan C. shared information from his discussion with the Michigan Historic Preservation Network and will share resources with the Board via email.

5. Treasurer's Report: Liz B. noted financial statements included notes from the Finance Committee meeting the day before and there was nothing additional to add unless someone has questions.  At present, the Finance Committee is awaiting the results of Home Tour before making any other decisions.

6. Committee Reports

a. Home Tour: Laska N. shared that they still needed chairs and tables for the food trucks and asked for volunteers to coordinate with the office on items to share. Suzanne D. thanked the Board for signing up as guides and urged that everyone continue to ask more volunteers.  Mark and Anne Askoul stepped up to oversee the food trucks for tour at Mooney Park. Jeff and Ruth Martin offered their backyard to store the tables Saturday evening. Carly D. is providing most of the tables. There will be a food truck at Tim P's. home on College N.E. A food truck (ice cream and water) will be located at Central Reformed Church. Meyer May House, Central Reformed Church, and Stone Castle Dentistry will have restrooms for Home Tour patrons to use. Jeremy C. will be at Tim P's home at College N.E. to assist with ticket sales and oversee any ticket purchasing issues.

The Host and House Captain Meeting will be held on Thursday, April 24 at Meyer May House. This is a time when Home Tour Hosts meet their captains and the procedures and expectations for Tour will be presented. Monday, May 13, will be the meeting time for guides to visit their assigned homes. Home Tour Hosts will be present along with the House Captains. House Captains will run the meeting, reviewing the route(s) guests will follow and guide specific will be shown their station.

b. Land Use: On April 29th, Laska, Jay, and Jeff attended a meeting with representatives from Mobile GR and the City Street Engineering Department to discuss changes to Cherry Street scheduled to begin that same afternoon. During the meeting, we were informed that the city was proceeding with its plan to eliminate parking on the north side of Cherry Street. Mobile GR also acknowledged that they had not reengaged with us prior to making this decision. During conversation, HHA requested that the city consider offering free parking permits on State Street for Cherry Street residents affected by this change. They indicated they would look into this request. The free merit parking pass would be a short-term (six-year approx.) implementation within the broader long-term bicycle infrastructure strategy for Grand Rapids. The Committee is currently awaiting a final decision regarding the permit request.

c. Community Engagement: Abi informed the Board that she is stepping down from the position of chair. Laska N. mentioned that Mark and/or Anne Azkoul would assume the role of chair(s).  The Board thanked Abi for her dedicated leadership of the Committee over the past couple of years. L. Nygaard reported that Community Engagement is preparing for Shakespeare in the Park in July.

d. Fundraising: Denise C. shared that the Committee is actively brainstorming new and exciting ideas for upcoming fundraisers to engage the community and support HHA.

Specifically, the Committee is exploring activities that encourage participation and foster a sense of camaraderie. T-shirts are still being sold with various sizes still available.

e. Office Relocation: L. Nygaard reported that the office continues to be in contact with Trinity Health about whether there may be an opportunity to go month-to-month for a period of time after the current lease expires on July 31; and about whether Mary Free Bed may have any low-rent space for us, which Trinity offered to check for us. In the meantime, given that CDBG grant funds continue to be a target of the current administration, planning is being done for going remote as of August 1.

f. Technology: Jeremy C. shared that migration of phone system will occur after Home Tour. The committee is waiting on requirements to select a Customer Relationship Management (CRM) system.

g. Public Safety: Chris L. shared that the Committee had a series of meetings over the last month to discuss the next steps for a renewed focus on Community Health, including a fortuitous meeting with Joann Hoganson, Community Wellness Division Director at the Kent County Health Department. Proposals for an HHA Lead Dust Hazard Abatement Tool-Share program are forthcoming.

7. Staff Reports

a. Spring Litter Cleanup: L. Nygaard reported that Carly D. is organizing this year's Spring Litter Cleanup. L. Nygaard reminded Board Members to sign up on Eventbrite to clean a block or more.

8. Old / New Business: None.

9. Public Comment (3 min): None

Meeting adjourned at 8:30pm.