Heritage Hill Association: Board of Directors Meeting
October 15, 2025 | 7:00 p.m.
Location: Trinity Health, Hauenstein Community Education Room

I. Call to Order (7:00 p.m.)

Board Members Present: D. Cook, K. Lucas, J. Czubko, J. Meeks (Zoom), J. McClurg, D. Deen, M. Hoexum (Zoom), W. Norlin (Zoom).

Board Members Absent: J. Phillips, C. Ervine, L. Bracken.

Staff Present: Executive Director, L. Nygaard; Public Safety Community Organizer, C. Durham-Bruins; and Office Manager, M. Zache Starkey (Zoom).

Guests included Brad Bush (GRPD), Captain Riley (referenced), Officer Pat Martin (referenced), and neighbors Tom & Chris Truesdale and Coleen Hammon.

II. Public Comment: Tom & Chris Truesdale and Coleen Hammon were present. No public comment was offered.

III. Approval of September Minutes: J. Meeks noted corrections already received via email (spelling of Commissioners Levine and Ysasi). Motion to approve September minutes as corrected was moved by J. McClurg, seconded by D. Cook, and approved unanimously.

IV. President's Report

Committee Minutes and Transparency: J. Czubko discussed the need for more consistent committee reporting to improve transparency. K. Lucas recommended creating a reporting template and will draft and distribute it.

Conflict of Interest Policy: J. Czubko presented a revised Conflict of Interest Policy establishing a clear process for identifying and addressing COI concerns. A motion to approve the strengthened policy was moved by K. Lucas, seconded by D. Cook, and approved unanimously. A motion to create a Bylaws Committee was moved by J. McClurg, seconded by D. Deen, and approved unanimously. Voigt House Preservation Committee: A motion to form a Voigt House Preservation Committee, with membership populated after the New Year, was moved by J. Meeks, seconded by K. Lucas, and approved unanimously.

V. GRPD Presentation: Captain Brad Bush provided an overview of the Central Service Area and GRPD's support for Heritage Hill. He reviewed reporting procedures for crime, noise, and nuisance issues and encouraged residents to register exterior home cameras to support investigations. Bush will serve as Heritage Hill's key GRPD contact, and HHA will share his information through the Herald and electronic communications.

VI. Treasurer's Report: A report submitted by L. Bracken indicated that finances remain on target and budget development is underway.

VII. Discussion of Committee Reports (reports submitted before meeting for discussion):

Community Engagement: The committee recommended approving the $240 Museum School payment for hosting the Annual Meeting on December 2. The motion passed unanimously (moved by K. Lucas; seconded by D. Cook).

Land Use: J. Meeks reported that HHA will not take a position on the Mary Free Bed parking structure because it is outside the historic district. W. Norlin noted that an active-use storefront on the main level could have changed the discussion if the building had faced Wealthy Street.

VIII. Staff Reports

Executive Director: L. Nygaard and D. Cook attended the Lakeshore Nonprofit Alliance Board Leadership Conference and will continue discussion about revised Board orientation planning at the November meeting.

Distinguished Service Awards: M. Zache Starkey provided background on the Jim Carson Award. Due to concerns about too many categories and diluting impact, the Board agreed to focus this year on two awards: Crime Prevention and Neighborhood-at-Large. Nominations will be requested from Board members and committee chairs, with submissions due October 31 for a November vote by the HHA Board.

Public Safety: CDBG reporting was completed by C. Durham-Bruins and L. Nygaard.

IX. Old / New Business

The Home Tour volunteer meeting will be held October 27 at 5:00 p.m., at 556 Paris Ave SE.

X. Public Comment

C. Hammon thanked the Board for its work and commented on the helpfulness of electronic neighborhood updates. She asked whether the Voigt House Survey Summary could be shared publicly. A motion to share the summary was moved by K. Lucas, seconded by J. McClurg, and approved unanimously. The summary will be emailed to the community and referenced in the next Herald issue. Tom and Chris Truesdale thanked the Board for its efforts regarding the Voigt House. L. Nygaard expressed appreciation for their and Suzanne DeHaan's work cleaning up the grounds around the Trinity Health building and HHA office.

XI. Executive Session

Home Tour Proposal: D. Cook and K. Lucas presented proposed additions for the 2026 Home Tour, including a VIP Twilight Tour, a Makers Marketplace, volunteer appreciation activities, expanded sponsorships, and additional homes. A motion to approve the proposal in concept was moved by J. McClurg, seconded by W. Norlin, and approved unanimously.

Strategic Planning: Review of the September 17 Goal-Setting Summary was postponed to the November meeting.

XII. Final Adjournment: The meeting adjourned at 9:04 p.m.