**AHNA September 24, 2015 Board Meeting**

Attending: Carol, Lelah, Jodi, Katie, John, Dave, Cav

1.       Meeting called to order by Carol at 6:50pm

2.       Carol moved to accept the amended minutes; Katie seconded

a.       The following are the amendments:

                                                               i.      Survey Monkey total collection was a 159 respondents and data collection ended at the end of August

                                                             ii.      Wording edit: “Real estate developer”

                                                            iii.      Add: Discussion on terms of new board members

3.       Neighborhood Survey - Carol shared preliminary results of the survey

a.       Paper surveys had a 6% response rate

b.      159 Survey Monkey respondents

c.       Age was not a parameter that was collected

d.      Jim is collecting feedback from board members to finalize the report for the AGM

e.      “How well you know your neighbors” is a problematic question and the responses may be confusing to interpret

f.        It was suggested using “Respondents” as opposed to “Residents” for the report

4.       Family Fun Halloween Event

a.       Carol spoke to Pastor Peter Morris at Arbor Covenant Church to use the facilities for the event

b.      The event will be held from 11:00am to 1:00pm

c.       Carol will ask for pizza/food donations from area food services companies

d.      Lunch will be provided for kids and families attending the event

e.      Proposed adding a variety of games for the kids

f.        “Trunk of treats” – suggest having neighbors giving out candy from their car trunks

g.       The congregation of the church will also participate

h.      The event will be mentioned in the neighborhood newsletter

i.         Carol has identified neighbors who can help with the event

j.        Dave does not anticipate any licensing and permit costs; neighborhood improvements funds and special event funds are available and can be diverted to fund this event

k.       Flyer print cost will be $50 and be on included on one of the pages in the newsletter.

l.         Newsletter is only going to members and this event need to be advertised to the entire neighborhood

m.    There is $325 budgeted for mailing newsletters, and if the newsletter is delivered by the block captains this will release that money

n.      Jim will be reimbursed $160 for the print cost of the paper survey

o.      A winter social will not be held – the funds may be appropriated for the Halloween event

p.      Jonathan will take pictures of the event

q.      Carol moved to re-allocate $110 (from special events, newsletter postage, winter social) to fund the Halloween event; Cav second it; Motion carried unanimously.

5.       New Board member terms discussion

a.       The by-laws stipulate a term that is January to December and is staggered to ensure that only half the board is elected in any given year to ensure continuance

b.      President, Treasurer, Secretary, Events coordinator will be up for election in 2015; serving a term from 2016-2018

c.       SMCP member as a board member will have to be proposed as a by-law change and adopted at the AGM

d.      Dave will not be running for reelection as treasurer

e.      Lelah will not be running for reelection as events coordinator

f.        Cav will run for re-election as recoding secretary

g.       Carol will run for reelection as president

h.      Jodi, Katie and Jim will run for reelection in 2016 for each of their respective offices

6.       John has not been able to speak with MG&E about donating electricity – he will follow up

7.       Update on welcome packets

a.       Franck will meet with Katie last week of October to finalize content and design

b.      Franck and Carol has received feedback from Janet Johnson on content from a realtor’s point of view

8.       AGM list of speakers and proposed agenda

a.       Karine Sloan, Principal of Leopold School

b.      Captain Balles, South District MPD

c.       Brad Hutter, Real Estate Developer

d.      Sonia Valle, Art Teacher at Leopold School  - Leopold Gateway Project

e.      Survey presentation – Jim

f.        Elections and by laws

9.       Newsletter

a.       Katie is currently working on a print template for the newsletter

b.      The newsletter will only be delivered electronically

c.       Newsletter template is monochrome but can be made color if it’s delivered electronically

d.      Carol motioned to deliver the newsletter to the entire neighborhood through the block captains; Katie seconded it; motion carried unanimously

e.      Katie will check for print costs and keep the board appraised of the cost

f.        Universe of households for AHNA stands at 587

g.       Lelah proposed printing 600 copies

h.      Katie will finalize the newsletter which includes the flyer informing about the Halloween event

i.         Dave motioned to setting aside $400 for the newsletter/flyer; Lelah seconded; motion carried unanimously

10.   Putting common work files on a fileshare system

a.       Jodi proposed creating a fileshare system for board members

b.      Lelah suggested that no personally identifiable information be included on a fileshare system due to privacy concerns

c.       Carol motioned to have non-sensitive data on a fileshare; Jodi seconded; motion carried unanimously

11.   PR subcommittee

a.       Carol, Jim, Franck will lead this effort

b.      Recommend asking Janet Johnson to be a part of the subcommittee

12.   Bylaws revisions

a.       Add SMCP member as a board member

b.      The bylaws subcommittee will include Carol, Jim, Jim Carney (attorney)

c.       The subcommittee will propose its recommendations before the AGM to the board

13.   E-Blasts and Newsletters via Vertical Response

a.       VerticalResponse will allow us to send 1,000 (or 10,000 with nonprofit status) per month

b.      It is a free service

c.       Will offer an unsubscribe service for any resident who no longer wishes to received mailings

d.      Carol motioned to have Jodi signup with VerticalResponse; Katie seconded; Motion carried unanimously

14.   Treasurer’s Report

a.       39 members short of the budgeted list for 2015

b.      Lelah moved to accept the treasurer’s report; Katie seconded; motion carried unanimously

15.   Correspondence Secretary

a.       No update

16.   Block Captain’s Report

a. October 3rd there will be a block captain’s meeting at 8am at Franck’s residence

b.    Terry Mason resigned from her Knollwood block captain position as she moved

c.       Janet Johnson will take over the Knollwood block

17.   SMPC update

a.       No update

18.   Katie moved to adjourn; Lelah seconded; Motion carried unanimously