

Weigent-Hogan Neighborhood Association

Subject: March Executive Meeting

Item	Person Responsible	Action
Call to order	Present: Kathy Sims, Linda Lee, Chuck Welch, Karen Acker, Nick Dutton, Bob Fisher Absent: Carla Pena	Call to order at 6:45 pm at Java Vino
Welcome	Chuck welcomed Nick Dutton and introduced him as new Infrastructure Committee Chair	Welcome and Thank You Nick!
February Exec Committee Minutes	Kathy moved to approve; Karen second	Motion carried
SHORT REPORTS:		
Feedback on Candidate Forum at February General meeting	Members of Exec Bd felt in general forum went well.	
Treasurer's report	Chuck: Carla emailed Chuck that there are no changes in the bank balance since the last meeting.	
Infrastructure Committee report	Nick: working on checklist for Ambassadors' walkabouts	Nick, Kathy, Chuck: Have checklist ready for April 1 training
Neighborhood Revitalization Cmte	Chuck Welch appointed to this City committee by mayor	
April General Mtg plans	Linda: Open Mic followed by Steve Carlyon re: ash trees	
WHNA signage	Signs may help attendance at meetings. Considering having some made or hand-making them at Ambassador training	
MATTERS FOR DISCUSSION:		

<p>Exec Board Attendance</p>	<p>Chuck explained expectations for meeting attendance to Nick, who is new Infrastructure Chair. During discussion members noted Carla has missed 4 meetings, and this is a Bylaw concern. (Article IV, Terms of Office) Motion by Linda: Chuck will communicate with Carla that she has reached the four absences limit set in WHNA bylaws for a member of the Exec Bd, and must attend the next scheduled meeting, or the Exec Bd will take action. Second by Bob. Note: The next scheduled meeting is the General mtg on 4/10/17</p>	<p>Chuck: Contact Carla</p>
<p>New Procedure for approval of General Membership meeting minutes</p>	<p>Chuck: Background: Current practice is for those attending a meeting to approve its minutes at a subsequent meeting. Since attendance at General meetings is not consistent, people are approving minutes they did not witness. Motion by Kathy: Exec Bd will approve the minutes of the General Membership meetings and Chuck will post on WHNA website with message for member to contact Exec Bd with issues, questions, comments about minutes. Second by Linda.</p>	<p>Motion carried Karen send minutes of General Meeting to Chuck; Chuck sends to Exec Board. All: Review/send corrections to Karen/ Approve Chuck: Post approved minutes to WHNA website</p>
<p>2017 WHNA Budget</p>	<p>Past deadline</p>	<p>Committee heads: Send budget to Chuck. Exec Bd: discuss and vote on budget via email</p>
<p>Mayor's Expo (3/25/17)</p>	<p>Linda: showed pix of updated WHNA display</p>	<p>Linda: staffing WHNA table All: If able, take turn at table Bob: send Tree List pdf to Chuck before Wed 3/23</p>

Monday, March 20, 2017

WHNA email newsletter	Karen: Chuck created MailChimp program for sending meeting info to members who prefer email notification	Karen: send email notice after EB
2018 Capital Improvement Program	Chuck: Two Neighborhood Assoc per year get funding from City for projects, generally infrastructure. (Separate from City budget for Weigent Park)	Linda: will bring list of ways other associations have used this money to next EB Kathy: will give Chuck agenda item re: City funds for next EB
Improving attendance at General Membership Mtgs	Ideas: WHNA signs; Vary our special events (ie, ice cream social and potluck); Post upcoming items/ issues; Get meeting on local media calendars; "Bring a Friend;" Promote via City-paid direct mailing; "We noticed Your Absence" postcards; a "big" project could attract WLSU "Newsmakers" program	Karen: Get listing on local media calendars Kathy: Working on letter for City-paid mailing. Will send to Chuck
MATTERS FOR NOTING:		
Major Correspondence		none
Updated Bd Calendar		none
MEETING FINALIZATION:		

Review Actions	All	<p>See Action Items, above.</p> <p>2nd Mon=General Meeting</p> <p>Sunday before 3rd Mon= President sends EB agenda</p> <p>3rd Mon= Exec Bd meeting; Secretary brings minutes of General Meeting to EB for approval.</p> <p>3rd Tues=Cmte chairs and Treasurer send reports to Pres; Vice Pres give Secretary and Pres blurb for next General mtg</p> <p>3rd Fri=Secretary send EB minutes to Bd. Comments/ Approval by electronic vote</p> <p>Two Mondays before Gen Mtg=Sec'y send e-newsletter</p>
Next meetings		<p>General: 4/10/17 EB: 4/17/17</p>
Adjourn	Motion by Linda; Second by Kathy	Adjourn 8:28 pm