

COVNA Executive Board Meeting

June 14, 2022, 6p – ~~Michelle's house (2504 Comburg Castle Way)~~ Change to Katy's house

1. Call to order & Attendance - 6:09p, called to order; Matt, Ron, Katy, Denise, and Sean in attendance; Michelle did not attend
2. Pending Business
 - a. Revenue generation/future newsletters -
 - i. Status update on decision to offer newsletter feature in remaining newsletters for 2022 to one advertiser per newsletter to cover the costs and offer discounted web only ads to remaining advertisers on the list - summary of past advertisers; Katy to add info in next newsletters about how to advertise with COVNA, once we have list of possible and interested sponsors, we can work out a plan with details; Katy and Will to work out a tiered plan for 2023; in response to idea for raffles, Ron added that we are 501c 4 organization that can't look like a business; newsletter should talk about sponsoring us; "we have spring fling coming up, we need pizza and beer - want to sponsor?" Then thank all the sponsors at the end of the year.
 - ii. Update on pricing/cost research on newsletter printing - Katy's research revealed printing is costly, 415 copies, 1 page, double sided: fedex/kinko's: \$196 b&w, Office Depot: \$120 b&w, \$400 for color; staples: \$67 for 415 b&W, \$265 color dbl sided; only one person reached out to be featured in the newsletter but no details were provided to them; Ron suggests we absorb the newsletter costs this year instead of trying to start mid year; our current account balance is \$10,158.58 as of 5/31; the only expenses turned in for 2022 so far: \$50 for ANC, \$48 garage sale signs, Tina \$73 for an vague garage sale expense, \$270 pizza for picnic; no other receipts turned in for spring fling, or other picnic expenses; all in attendance agreed to absorb newsletter costs for remainder of the year; all agreed to ensure that going forward any "no cost" events like the garage sale, 4th of july, Halloween will not have any reimbursements to continue them as no cost.
 - b. Summer Picnic discussion/follow-up – lessons learned, notes for next year - two kegs were too much for the summer picnic, tip jar generated \$8; port-a-potty never received a response, but did not seem like an issue; Ron indicated that compared to past summer picnics, this year's was not very well attended; discussion followed about why, and the consensus was that the date was too early and the event was not well publicized/notices went out very last minute.

Note from Michelle:

We know that we are missing some neighbors somehow after the complaint I received. Thank you for sending the roster Denise. I believe that taking a poll on the list serve and FB could be beneficial. It can be argued that a mailer or two throughout the year can remind everyone of the event details well in advance so we can at least note that every roof has been notified by the newsletter and updated leading up to events.

3. New Business
 - a. Next newsletter topics (scheduled for June):

- i. By-law Blurbs: join before July 1st to be eligible to run for an open position at December meeting; become a dues paying member by September 1st to be eligible to vote at December meeting
- ii. Info about next event - 4th of July parade - Denise suggested to Katy to highlight the upcoming event in the newsletter, in addition to the list of events

ACTION ITEMS: Katy to draft and share newsletter this week with the Board

- b. 4th of July Parade - discuss/decide details, assign tasks
Katy to work on 4th of July parade flier this week and the newsletter draft; use map from last year to create this year's map; Will asked if we need to block off streets. All stated no. Katy added that we need to notify the homeowners in the cul de sac at the end of the parade route
Will, Ron, Denise agreed to split the Prosecco, orange juice,
Sean and Will to work on map with new route to end on same cul de sac

ACTION ITEMS: Katy to draft flyer for the event for distribution by email; Will and Sean to create map; Will, Ron, and Denise to purchase Prosecco, orange juice and other beverages for the end of the parade route

- c. Tanglewood neighborhood threat/safety issue - Matt has taken more photos of the house in tanglewood with spray painted kids toys on the lawn; Tanglewood NA is going to start fining him as well as city code enforcement; Matt talked to police chief and District attorney at the gun violence summit hosted by the city; Will writing an article for the newsletter about gun violence; Will and Matt attended the gun violence town hall session hosted by the city; Matt and Will met with mayor's chief of staff to make sure they were handling it correctly; they will keep us posted of any updates
4. Future agenda items - Denise provided membership update: 124 members of 402 rooftops
 5. Future meeting dates - Will suggested that we go ahead and decide on who can host future meetings to avoid trying to come up with a location at the last minute. All agreed that the July meeting could be canceled.

*July 12 - **cancel meeting**, August 9 - hosted by Ron, September 13 - hosted by Matt, October 11 - hosted by Denise, November 8 - **hosted by Michelle**, December 13 - hosted by Will*

6. Adjourn - at 7:11p