

COVNA Executive Board Meeting
January 24, 2023, 6p

1. Call to order & Attendance - 6:02p - Michelle, Will, Ron, Katy, Denise, and Sean.

2. Pending Business

a. Holiday Party and Meeting recap– lessons learned, notes for next year, suggestions received at meeting - Michelle has the suggestion box and read through the suggestions submitted:

- i. Mail in voting/voting by proxy (2)
- ii. Neighborhood watch
- iii. Mechanism for giving city collection guys a christmas bonus
- iv. Merge with tanglewood
- v. Community pool
- vi. Put up signs to slow down for kids/pets; post speed limit signs

-Michelle will pick up a flier box and attach it to her fence that will have a QR code to the COVNA website and the next meeting date since the idea was well-received

-Katy added that food truck seemed popular; the fact that it was a gift from COVNA, heard thank yous from neighbors; seemed to go over well; seemed like a nice give back to the neighbors that was appreciated; next year could put up a sign that says it is on COVNA;

-Will stated that this opens up the conversation about fundraising since it will be important to say for future events, whether spring fling, gathering, or elections; thinks the “sponsored by” approach is needed; his goal for this year is to refill the coffers, get back to what we were established to do, it’s important to announce “This event sponsored by castlewood lawns, atx roofing, counter balance therapy, etc.” give the shout out that way; attendees know it’s covered and thanks local business for supporting us. Katy agreed.

-Michelle heard from so many people saying they do want to sponsor.

-Katy also wanted to add that check in table is organized, thanked Denise for bringing name tags and supplies

-Denise added that several neighbors mentioned showing up early and asked when we would start the business of the meeting; recommend that business gets started as soon as a quorum is present to be respectful of people’s time; perhaps make more clear the start time of business portion of events.

3. New Business

a. Share feedback/impressions on serving on Board in 2022

- i. Michelle stated that more timely communications about events could help boost spring fling, more than a week’s notice; help will be with the newsletter committee to help Katy get the word out; Katy added that we need to get on NextDoor as another avenue of communicating to neighbors. Will added that a member may call someone out for attending without being a member; Denise asked if nextdoor posting would be similar to the FB group that includes people from outside the neighborhood;
- ii. Katy suggested that we hear the member’s impressions but not discuss it during the meeting for the sake of time; group agreed to table this until end of meeting or next meeting in order to move to more important/pressing business

- b. Set annual budget for 2023 events

Ron had sound issues - no one could hear him. Since his input is necessary to have the budget discussion, Will suggested we push it to next meeting; group agreed

- c. Review Committees - by-law requirements; assignments for 2023; recruitment

Will suggested we consider the garage sale a program and Michelle will reach out to Tina to ask if she would like to chair the Garage Sale program committee; Vote taken on this idea: Ron voted no, all others voted yes;

ACTION ITEM: Michelle to reach out to Tina about heading the Garage Sale Program Committee

- d. Set dates for 2023 COVNA Events: Board set the following event dates:

- i. Garage Sale - Garage Sale Committee to inform us of the date; Group requested to have a suggested date by the end of next week; consider that bulk pickup is scheduled for 4/24; Board recommends garage sale on Saturday, 4/22 ahead of bulk pickup date
- ii. Spring Fling - Sat 4/15
- iii. Summer Picnic - Sat 5/20
- iv. 4th of July Parade - Sat 7/1
- v. NNO - Tue, 10/3
- vi. Halloween Block Party - Sat 10/28
- vii. Holiday Party - Sat 12/2

- e. Newsletter update - first issue of 2023 needs to go out soon

Target date for publishing by end of February; Will asked if it makes sense to print the newsletter quarterly by the first day of the last month of each quarter, March 1st; Katy stated that is her goal, but it's a challenge because it's a big job; having help will help; the bottleneck is not our reviewing it; the content takes some time; with the exception of the president's letter, would love to have input from the board with something we can write about, something we're interested in; standard pieces of the newsletter are the letter from the president, humans of covna, membership form; if we get a mechanism built around sponsorship, that will be a running feature; will feature ANC vacancy; if we want newsletter by first week of March, then she needs content from the Board by February 10th;

For next agenda: looking at alternative ways to deliver the newsletter; just over \$100 to print 400 copies of the newsletter; not sure of the value of printing

ACTION ITEM: -Board members provide newsletter content by 2/10
-Katy to provide draft of newsletter by 2/15

- 4. Future agenda items - Review budget, newsletter update; committee assignments

5. Future meeting dates/times - Will suggested first tuesday of the month for future monthly meetings; All on board for 1st Tuesday of the month meetings
6. Adjourn - 6:59p