

**NWACA Board Meeting Minutes**  
**November 30, 2022**  
**St. Matthews + Zoom 6:30**

Attendance: Joyce Statz, Mick Koffend, Dana Winer, Carol Dochen, Julie Rawlings, Connie Lundgren, Kevin Kott, Jessica Forrest, Robert Nash, Teri Schock, Richard Grayum

Not present: Bridget Keating, Julie Waidelich, Vicki DeWeese, Ben Luckens, Charlie Galvin, Ruven Brooks, Chris Currens

6:41pm Call to order by Joyce Statz.

Review of October minutes. A motion to approve the September minutes was made by Joyce Statz and seconded by Robert Nash.

**Housekeeping**

Membership - Joyce shared that our membership is up to 942 members with a goal of 1,000. We are 51 away from our goal of 1,000.

Bookkeeping - Our treasurer and bookkeeper have requested pdf files for reimbursement requests.

**Financial Report**

Mick shared the financial reports through October 31st. Balance sheet shows balance of CDs. Mick is requesting that when the next CD matures, we take the balance plus interest and renew the CD for 12 months/1 year. Additionally, he suggests keeping at least \$5,000 available in the general checking fund. We took a vote for authorization to renew the maturing January CD for \$15,000. Julie Rawlings approved and Joyce seconded the approval. We are over budget regarding income with considerably less expense than budgeted for the year to date.

**Old Business**

Review of Planned Budget for 2023 - We increased the budget by approximately 10% over 2022 National Night Out figures to account for inflation. We also adjusted the budget for the July 4<sup>th</sup> event to account for increased expenses. For the holiday lights contest, Mick recalled that we will have both Halloween and Holiday Lights contests, so he's incorporated a budget of \$100 for each contest. Joyce recommended we adjust the family and friendly event budget to allow NWACA to get involved with Doss around the mural that we've helped support. There may be an opportunity to get involved in the spring to host an event around the unveiling of the mural, so we may want to allow a budget of \$500 for an ice cream social for this type of event.

**Committee Reports & Updates**

**Results of the Electronic Recycling Event**

We did not have as many volunteers as usual, but in terms of volume it was successful. There were 75 neighbors who participated in the event.

**New Business**

**2023 Calendar** - Joyce reviewed the calendar and some of the recurring events to discuss the items we would like to keep and adjust to "as needed." We adjusted the bi-monthly meeting of the Trees, Environment and Wildlife Committee to "as needed." Additionally, there are holidays and special projects that Joyce suggested we spread out throughout the year. Doss requested a good date for us to partner with them to unveil the mural and we decided on the end March 2023 or April 1st, but want to avoid March 11-20 due to spring break. Included are a few other key dates for the coming year.

- **Spring Recycling Event** - This event was scheduled for March 11<sup>th</sup> from 9-11am at Mesa Parking Lot, St. Matthew's Church, but it was suggested that we change the date due to the 11<sup>th</sup> being the first day of spring break. This will be for BOPA (batteries, oil, paint, antifreeze, Styrofoam, bathroom supplies.) Joyce will discuss March 4th with Joanie to see if it works for her.
- **Annual Meeting** - This event is scheduled for May 11, 2023.

- **Neighborhood National Night Out** - This event has been rescheduled for September 30<sup>th</sup> from 6-8pm, so we do not conflict with ACL 2023 dates.
- **Garage Sale date** – This event is scheduled for October 7<sup>th</sup> from 8-12pm.
- **Halloween Decorating Contest Judging** – This event is tentatively planned for October 12<sup>th</sup> or 13<sup>th</sup>.

### **Membership Initiatives**

There was discussion around Julie W.'s suggestion to create yard signs to help promote our membership drive. Teri mentioned that the most effective way to market through signs is to place the signage in board members' yards so there is less damage to signs. The signs would be most effective for neighbors walking through the neighborhood. Carol mentioned there may be another option to place an easy roll sidewalk sign 48' x 36' sign (approximately \$350 = \$94 delivery) in the Randall's parking lot or another highly visible place that would receive good exposure. Connie liked the idea of putting the signs in our board members' yards. It was suggested we budget \$200 toward a signage campaign and see how much traction we get with yard signs. Richard Grayum suggested another idea to allow members to refer neighbors and get something in return. For the zoning committee, we've budgeted \$3,500 and Dana mentioned we did not use these funds this past year, so may not be necessary. Joyce noted that the budget amount was set several years ago to allow the board to send direct mailers to our neighbors in the event of an important zoning case. Mick will review this item on our budget for the coming year. Carol Dochen shared a note she created to appeal to her clients to join the NWACA organization and invited others to use this letter to reach out to their network.

### **New Google Drive Structure**

Joyce provided an overview of our Google Drive, a quick tour to our members, and suggestions on how to utilize mail within our Google Drive. Our Google Drive will allow committees to share documents, files, etc. Each event and each committee folder will be organized by year for easy access to files. It was also suggested that we offer some type of training for board members to use the new Google platform.

### **Strategic Planning**

#### **Crime and Safety**

Connie and Kevin met to discuss crime and safety in our neighborhood. They decided it would be a good idea to survey the current Neighborhood Watch block captains to find out if they are actively involved and ask suggestions for how NWACA could support their efforts. Joyce suggested that we may also want to ask how long they have been in this role, how many neighbors they support, and if they have utilized the crime and safety material on our website. Connie suggested sending a monthly or quarterly email out to current block captains to let them know about recent activity in the neighborhood. Kevin felt training by APD or another resource could offer valuable information to our block captains.

Jessica Forrest has offered to write a monthly article about Crime and Safety for our newsletter and board members were asked to think about topics for our upcoming newsletters.

### **Annual Meeting**

It was suggested that we reconsider the format for our annual meeting to engage more people. There were suggestions to change the date to another date (ie. Sunday afternoon or another day) and possibly change the venue to appeal to a greater audience. We could also consider partnering with a taco truck or another food vendor to combine our presentations with a picnic. Mick felt it would be best to address the budget for this as the date gets closer.

### **Announcements & Updates**

Joyce reminded people to sign up for Firewise evaluations.

Our NWACA Holiday Party is set for December 13<sup>th</sup> at Joyce's home at 6pm. There was discussion about food and catering options and a few options were recommended – Galaxy Café, 5280 or Torchy's. The board felt 5280 would be a great option for this year and we opted to invite committee members and spouses as well.

We will have our January meeting on **January 25, 2023**.

8:27pm Meeting adjourned. Mick Koffend made the motion to adjourn the meeting and Carol Dochen seconded it.

Minutes by Julie Waidelich