



OLCAA Board of Directors: Meeting Minutes

Date: April 11, 2018

Location: Oak Lane Presbyterian Church

Time: 7:00 PM-9:00 PM

Recorded by: Peggy Runde Weston

Purpose: Monthly meeting of the OLCAA Board of Directors

Call to order: ___ 7:17 ___

Adjournment: ___ 8:46 ___

Attendees: Eric Brice, Iris Brunson, Smiley Ferebee, Vernita Hall, Martha Lewis, Andrea Mayo, James McKelvey, Bernadette Tanksley, Peggy Runde Weston,

Excused: Tie Bradford

Absent: Thurgood Matthews, Freida Williams.

Community members: Jon Weston, Alvin Mitchell, Earlene Mitchell, Peter Lyde

Chair: Bernadette Tanksley

MINUTES: Report from March meeting was approved.

FINANCIAL REPORT: Report was approved pending correction of typographical errors: Minuteman, Press, McShain, Cleanup. The \$1000 Activity Grant from City Council was deposited. The guidelines for the Market grant are being studied by Vernita and will be reported at the May Board meeting.

The application for the Community Connections Grant was submitted by Freida, with help from Keisha Matthews, Bernadette, Smiley and Vernita; notice of approved applications will be received April 20, 2018.

Checking Account Balance (4/4/18): \$6,221.22

Savings Account Balance: \$ 4,985.92

Committee chairpersons were asked to submit their 2018-2019 budgets as soon as possible for approval by Executive Committee.

COMMUNITY CONCERNS

None presented by those present at this meeting.

NEW BUSINESS

General Membership Meeting The date is set for May 23, 2018 at the Oak Lane Presbyterian Church (OLPC), 7pm; doors open at 6:30pm. Smiley has already received Perspective Nomination Forms. All Board members are asked to solicit and submit nominations for approval by the General Membership Committee; forms are available on the website. Smiley needs the list of Board members rotating off. The General Meeting will also be used as an avenue for recognition of OL residents for their accomplishments/services to the community. Names and their accomplishments should be emailed to Smiley before Board meeting on May 9 for consideration and Board approval. She will get certificates printed.

April newsletter It has been printed and neighborhood distribution has started. All Board members are asked to distribute to their blocks and whatever additional blocks they can. Eric has claimed responsibility to hand deliver to members by April 23. Eric has combined the 3 membership lists he received (248 names) and sorted it by address; this list will be made available to Board members so that duplicates are not delivered. Block assignment routes should be reported to Peggy at meeting's end. All are asked to email/call Al Mitchell when their routes are completed, who will update the map grid. The OL Library requested and will receive a stack of newsletters for display/distribution.

Vernita had circulated 2 drafts of a flyer to be used when soliciting businesses and/or individuals to buy newsletter ad space/membership. The draft that included discounts for buying 1 year/3 ads was approved for immediate use.

Jon and Peggy Weston have donated 3 laminated vinyl 24" X 72" **banners** with OLCCA name and contact information. Eric will keep two and Jon will keep one. They are to be used at all neighborhood activities to promote the organization and website.

Yearly Planning Two different formats for Annual Planning Calendars have been developed. Bernadette's focuses on what activities by season are planned by the various committees. Vernita's focuses on community activities each month, listing OLCAA events, committee events, neighborhood events and city events. The use of advanced planning is paramount for the viability of the organization.

Vernita proposed the following **schedule for newsletter publication** 3 times per year – August, December, April:

1st of the publication month -- distribution

1 month before – deadline for ads submission, article submission

2 weeks for editing and layout design

1 week for review/Board approval

1 week for printing

Consistent and active solicitation for newsletter articles and ads by all Board and committee members is requested. The newsletter will always be a working document so publication can be reliable and timely.

Oak Lane Presbyterian Church The last contribution to OLPC was in January 2017 for \$600. It was decided to add \$240 in storage fees for the current use of the basement of The Oak Lane House (TOLH) (next to the church, 6635 N. 11 St.) for OLCAA property.

The Task Force for TOLH met with members of the OLPC to explore use of the TOLH for community activities. It is zoned as "multiuse"; use/rooms can be rented out but not for long-term overnight stays. OLPC wants to use it for hosting the Network homeless guests but repairs/painting are needed, as well as, furniture, bedding, etc. OLPC is looking for partnership with OLCAA and other organizations for publicizing/manpower for fundraising and upgrading. Task Force members see 1) use of 3rd floor rooms as an OLCAA office (giving our organization a physical address for use when applying for grants), 2) use for Board and committee meetings and other OLCAA sponsored events (it is less expensive to OLPC for utilities). and 3) use of the backyard for OLCAA sponsored activities. OLCAA use of the church auditorium would still be necessary for the General Meeting, RCO meetings, forums and large group events.

OLCAA is not in a financial position to pay rent at this time. It was expressed that OLCAA keep looking forward in order to stay relevant and that collaboration with other neighborhood institutions/organizations is in our best interest. Plans for use of TOLH will go forward whether OLCAA participates or not. The Task Force has another meeting on April 17; Eric will ask if they want the OLCA contribution to go to the church or the House. It was decided to table approval of the contribution to OLPC until May when more information will be available; there was the suggestion to contribute \$1000 to start for office space/storage.

Oak Lane Day A specific date in September has not yet been determined.

COMMITTEE REPORTS

Beautification Committee – Report was emailed to Board members by Kelly McShain Tyree, committee chairperson, and distributed.

Housing and Zoning – Freida, committee chairperson, emailed that there was no report to submit and no notification of upcoming zoning requests.

Ad Hoc April Newsletter/Communications Committee – Notes from March 26 and April 5 meetings were distributed.

Task Force for The Oak Lane House – Notes from the March 28 meeting were distributed.

OLD BUSINESS

The Community Membership Event held at Martha's Kitchen 723 Oak Ln. on February 22 was attended by 13 neighbors, including 7 “new faces.”

RECAP OF “OLD BUSINESS” TO BE DISCUSSED AT MAY MEETING

that was tabled at the March meeting

- February Board meeting minutes
- Interim Treasurer/description of duties
- Presentation from Mr. Landscaper

that was tabled/reported at the April meeting:

- Report of Market grant guidelines
- Disposition of Community Connections Grant application
- Contribution to OLPC
- Approval of Community Service Recognition recipients (at General Meeting)