

Queen Village Neighbors Association Board Meeting

September, 12, 2013

Present: Jeff Hornstein, Amy Shelanski, Honey Pertnoy, Bill Landy, Lauren Leonard, Kathy Dilonardo, Carla Puppini, Amy Grant, Peter Ross, Leslie Patterson-Tyler (by phone), Maria Roberts

Not present: Kim Maialetti

1. **Minutes.** The minutes for the June 6, 2013 meeting were reviewed and corrections/additions noted.

***Amy Shelanski moved that the minutes be accepted as amended, Peter Ross seconded the motion, and all approved via unanimous voice vote (Maria Roberts was not present at the time the minutes were addressed)**

The board discussed posting minutes for the August retreat. No opposition was registered and any corrections/additions are to be emailed to Recording Secretary Cindy Elliott for final edits.

2. **Financials.** Bill Landy went through the new financial reports for September. The Profit & Loss By Class report now more accurately tracks restricted funds. Bill talked about how the net amount should show up as a negative item on the Balance Sheet, since the funds may only be used for restricted purposes. The Board discussed the difference between the bottom line in August and the bottom line now. Some of the difference is due to the change from Quick Books On-line and Quick Books Pro. Many items did not transfer automatically and Carla needed to go back and find and enter anything that didn't transfer automatically. Bill and Maria talked about the Association hiring and paying someone trained to do accounting. Bill said that Carla is working to learn the accounting because the Association doesn't have the money to hire someone else. Amy Shelanski noted that we are \$6000 below our red-line of \$60,000 in reserve and we need to look more carefully at what we're allocating to various groups. Jeff Hornstein noted that the to-be-formed Finance Committee will be addressing these issues. The Board discussed the rationale for setting the reserve line at \$60,000, which was mostly to cover Carla's salary and related expenses for a two-year period. Maria wants to look at Carla's responsibilities and make sure they make sense; Board needs to make sure it the staff has the resources they need to do their jobs properly. Amy Grant thinks the software program switch was a bad recommendation from accountant, because QuickBooks Pro is a difficult program to use. Bill will report on the various matters that he is investigating and will match bank statements with the financial reports.

***Honey Pertnoy moved that we approve the financial reports as discussed, Amy Grant seconded the motion, and all approved via unanimous voice vote**

3. New Business.

- a. Guest from Clean Air Council: Logan Welde, staff attorney, presented information on an initiative to reduce plastic bags; we use 2000 per minute. He spoke at the QVNA summer fair on energy efficiency and wrote the plastic bag legislation. Councilman Squilla is the main sponsor of the legislation. The bill contains the following elements: a 6-month education period, during which retailers put up signage approved by city; a 5 cent fee for all paper and plastic bags; in 24 months, there's a step-up to 25 cents per bag. Of the fees collected, 1 cent goes to the retailer, 2 cents go to the school district, and 2 cents go to a green fund (for cleaning up abandoned lots, etc.). The bill will cover all stores in Philadelphia. Farmer's markets are exempted; meats and cheeses in deli bags are exempted. A lot of areas have instituted similar programs and many countries have done this for years. Similar bills were attempted in 2007 and 2009 by Councilmen Kenney and DiCicco.
- b. Bike Share Stations: Jeff has talked to Andrew Levitt about spear-heading an effort to introduce bike sharing stations into Queen Village. The Mayor's Office for Education and Utilities is doing this program. A map with potential locations was provided to the Board. Stations are 7 ft by 35 ft., but wouldn't take up parking spaces. Fifty stations will be installed in all, with planning commencing in December and installation taking place in May. We need to provide a letter of sponsorship to the Streets Department by October 15th. We will need to look for locations and secure site permission for 5-10 sites in Queen Village. The map is to be reviewed and the issue voted on at the next Board meeting.
- c. By-laws Next Steps: Cindy will finish the revisions discussed during the Board retreat, go over the changes with Kathy Dilonardo, and circulate the revised draft before the October Board meeting.
- d. Formation of Finance Committee: Jeff would like Bill to chair this Committee and getting it started, although Bill's term is coming to end. Bill suggested we look for a really good treasurer and explain the need for the Committee. Jeff preferred not to wait five months to get started and said he has some potential Committee candidates in mind. Amy Shelanski agreed that we need to start now. Carla noted that we need a CPA and someone who can present reports in coherent fashion. Maria Roberts, Peter Ross and Cindy Elliott volunteered to join the Committee.

***Jeff Hornstein moved that the Board create a Finance Committee as soon as possible; all agree via unanimous voice vote.**

- e. New report forms for Committees: Amy Grant will make the new Committee report form available on-line for everyone to use. Google-Groups are currently closed/restricted, but Amy could make an unrestricted one or use an existing group. Reports will go to Carla directly and she will circulate the reports to the Board. They will also be appended to the Board minutes electronically.

- f. **Nominating Committee:** Kathy Dilonardo reported that a list will be provided at the October Board meeting. The September and October issues of *The Crier* and the General Meetings will be handled according to the by-laws. Anyone eligible to run that wants to should advise Nominating Committee. Carla will re-send the list of terms and eligibility for current Board members so we all know what everyone's status is.

4. **President's Report.**

- a. **CCIM Update:** The CCIM Annual Meeting was held last night and new representatives were elected for the ILMC Board. Andy Sackstedter was retained and Jim Moylen from Pennsport was voted in place of Rick Cammitta; Jeff Hornstein is an alternate. The CCIM representatives will propose new officers to ILMC Board in hopes the activities of ILMC will be more transparent. It was noted that ILMC spends a lot of money on attorney fees.
- b. **Parking Lot Update:** Appraisals of the lot values were \$42,000, which rather than much higher amount ILMC had expected. Our proposal has been submitted. The ILMC Board meeting is next week. The second lot could provide up to \$50,000 in additional funds that QVCC can offer for area programs. QVNA will need to promote the availability of additional spaces when the second lot deal is completed.
- c. **AVI:** An AVI forum will be held at Settlement Music School in September. We have invited Washington West, Bella Vista, and Society Hill civics. The Crosstown Coalition of Taxpayers put out very good guide and copies will be available at the forum. The deadline for appealing the AVI assessment is October 7th.
- d. **October Meeting.** Nebinger is hosting the October QVNA General Meeting, so the neighborhood will get to know it. The meeting will focus on schools and Leslie Patterson-Tyler will put together a short presentation. Maria Roberts donated 5 computers to QVNA, which donated the computers to Nebinger. Carla noted that we need to set aside time for Board candidate issues – two minute speeches will be provided by each candidate.

5. **Executive Director's Report.** Carla provided a written report, which is appended to these minutes. Carla noted that a local home school group that has always had access to Weccacoe have asked if they can also use it for play rehearsals on Thursday afternoons. The Board didn't see any problem with allowing this use.

Carla also noted that the re-designed logo has been added to *The Crier*, which is now 12-pages. Carla needs a bank of articles because there isn't a lot of time to put each issue together. The cost of ads were raised slightly and a one new ad space was added; there has to be a balance between ads and content. Amy did a lot of work early on. Carla asked whether the Board preferred *The Crier* print on cream or white paper. The general consensus was that we should stay with the cream, which can be recycled. Judy Foley consulted a professional who gave her templates for the new format and Judy paid \$400 of her own money for these templates. Carla requests that QVNA reimburse Judy for this expenditure.

***The Board approved reimbursing Judy \$400 by unanimous voice vote.**

6. Committees

- a. Zoning: The Board reviewed the extensive report provided by Mike Hauptman and discussed various entries.

The meeting was adjourned

Respectfully submitted,

Cindy A. Elliott, Esq.