

QVNA Board Minutes

May 2, 2013

Board Members Present: Jeff Hornstein, Honey Pertnoy, Bill Landy, Cindy Elliott, Kathy Dilonardo, Amy Grant, Lauren Leonard, Kim Maialetti, Cathy Conway (emeritus), Carla Puppin (Executive Director)

Not Present: Leslie Patterson-Tyler, Amy Shelanski

Also attending: Jean Barr, Peter Ross, Andrea Branas

1. Minutes. Minutes from the April 4th Board meeting were circulated and reviewed.

***It was moved that the minutes be accepted as presented. The motion was seconded and approved by unanimous voice vote with the following exceptions: Kim Maialetti abstained from the vote because she was not present at the April meeting; Honey Pertnoy and Bill Landy were not present for the vote.**

2. Financials. Carla noted that insurance paid this month and that she has not yet transferred the \$500 QVNA agreed to put in Fire Fund into the restricted account. She also noted that, due to problems in transferring the accounting from Quick Books Basic on-line to Quick Books Pro, she needs to reconcile the actual amount in the PNC Checking versus the amount shown on the Balance Sheet; there is a discrepancy of about \$6000. Bill Landy noted that we are nearing the \$60,000 minimum we've agreed to hold in the checking account.

***Amy Grant moved that the financial report be accepted, Honey Pertnoy seconded the motion, and it was approved by unanimous voice vote.**

3. President's Report

- a. ILMC Update. Jeff attended an April 9th ILMC meeting, at which there was open conflict. Marge Scherneck came out strongly in support of QVNA's proposal. Two CCIM (Community Coalition for Interstate Management) members support QVNA's proposal (Andy Sackstetter and Rick Camitta). The ILMC Chair, Barry Promos, tabled votes on any proposals until the next meeting. Following the meeting, Jeff contacted presidents of the twelve other civic organizations on the CCIM Board, many of which weren't familiar with ILMC or CCIM. Jeff called a meeting and got CCIM back in operation; he will be the chair and the Coalition will meet quarterly. CCIM will do resolution that supports QVNA in negotiating a reasonable deal. The PennDOT representative and the ILMC Chair appear to be the only members opposing QVNA's proposal. Kim Maialetti asked about the impact the delay in opening the second lot may have on QVNA's budget.

Jeff noted that we'll be prevented from giving out any more big grants, although the reserve leaves us with sufficient funds to continue general operations.

- b. Fire Relief Update. Carla noted that \$10,300 has been donated through our website and that there also has been \$2000 in cash and checks donated. QVNA has distributed 12 checks of \$500 each so far, plus \$500 to the fireman's widow fund. We are close to our goal of raising \$15,000 for renters that lost their belongings. Jeff noted that there has been an incredible community response, especially business community. Carla said that the renters receiving checks have been really grateful and overwhelmed at the community response. Jeff asked the Board to consider what we should do if we receive more than \$15,000 in donations. He said that Sugar House may donate \$10,000 to the merchant relief fund. In discussing the impact on local businesses, it was noted that the Urban Princess owner burned out, but has signed a new lease in area, and that the hardest hit business is Moon and Arrow – a lot of expensive inventory lost.

4. New Business

- a. Special Appointments to Vacant Board Seats. There are currently three vacancies on the Board. Jeff nominated Peter Ross and Maria Roberts to temporarily fill two of the vacant seats until they come up for re-election this fall. Honey and Bill spoke in support of Peter. Jeff spoke in support of Maria, noting her work on Front Street.

***Jeff moved that the Board approve his nominations of Peter Ross and Maria Roberts; Kathy Dilonardo seconded, and the motion was approved by unanimous voice vote.**

- b. Grants. Kathy Dilonardo noted that, in 2009 Jared Littman and the Friends of Shot Tower got \$50,000 from the city and a DCED grant to rebuild the mist sprayer/sprinkler, which is now under construction. QVNA agreed in 2009 to give Friends of Shot Tower \$5100 for plants, which we will need to provide, but probably not until this fall. Kim expressed concern that this commitment wasn't earmarked in the financial statements. Carla noted that we can now keep better track of these items with Quick Book Pros, but we couldn't before; she doesn't think there are any other like commitments that are not reflected on books.

*** The Board confirmed honoring the commitment to Friends of Shot Tower.**

- c. Public Safety. Kim introduced Andrea Branas, who lives on Fulton Street, directly behind the 4th Street fire. She and her husband had noticed code violations before the fire and did some investigating. The Public Safety Committee met last week to discuss what QVNA can do. Some suggestions included conducting a Code audit and/or having L&I identify businesses that are violating code. The Committee decided to request a meeting with Councilman Squilla and the fire department to find out what the rules are and what QVNA can do. Jeff suggested bringing in Councilman Kenney, also. He also

suggested that South Street Head House civic organization be involved. Andrea noted that there are paper audits that won't raise flags, consisting of records of past reports and responses. Requesting a formal audit puts businesses on notice and can lead to fines.

The Committee wants to do an educational effort on preventing car break-ins. Bill will spearhead the effort of placing flyers containing preventive tips on every car in Queen Village. This will also tie into our social media. Kim asked for \$250 to print the flyers.

***Kim Maialetti moved that the Board allot \$250 to print flyers, Jeff Hornstein seconded, and all approved by unanimous voice vote.**

- d. Sustainability. Lauren Leonard asked that the Board allot \$500 in start-up capital to provide shredding at the June event.

***Kim Maialetti moved that the Board provide \$500 for shredding at the June event, Honey Pertnoy seconded, and all approved by unanimous voice vote.**

- e. Renters: Lauren asked that the Board allot a \$100 tab at Bridget Foy's fund-raising event for young residents/renters on May 28th. Honey was concerned that we have no way of knowing if people coming in are Queen Village residents. Kathy Dilonardo questions whether QVNA might have liability if it pays for drinks. Honey suggested that we pay for appetizers instead.

***Jeff Hornstein moved that the Board provide \$100 for food at the May 28th event, Amy Grant seconded, and all approved by unanimous voice vote.**

5. Executive Director's Report.

To QVNA Board

From: Carla Puppin

Re: Executive Director's Report for April

- I have filed (through the accountant) for an automatic 3-month extension to file the 2012 990.
- Still having problems reconciling Quick Books Pro data. Will work on it intensively after Open House.
 - Board positions vacant:
 - #1 2012-13
 - #2 2012-13
 - #4 2012-13
- Four community room rentals in April
- Did 3 Property Tax/Rent rebates
- Have been attending the Nebinger School meetings on the raised bed gardens that they will be planting with Heart Association grant: 7 raised beds. Building beds days: May 9 and 10, Planting day: May 17. They hope to engage community residents to maintain and water the beds over the summer.
- Open House Tour has come together nicely: 7 homes on the tour this year; Involves a total of 40 volunteers. 35 paid tourgoers to date through Event brite. Nice write-up in the May 1 Weekly Press.

- Reminder (informed the Board in February) that I will be out of town and out of the country from May 25 through June 10. I will be back in the office on June 11.

I will set up a message on the phone directing folks to email info@qyna.org. In that automatic response, I will have a list of “Most frequently asked questions”-- with answers—parking lot, zoning (will refer to Mike H), community room rental.

- Crier will be published two weeks later than usual, as a summer issue in late June, distributed on June 27 and June 28. Deadline for articles, blurbs will be Friday, June 14.

6. Committee Reports

- a. Zoning: Mike Hauptman has provided a written report of Zoning Committee activities and will do so on monthly basis. There will be a new restaurant at 2nd and Fulton. The owners (Royal Tavern and Khyber Pass) gave up their right to do outdoor seating and asked for variance to enclose the back patio. They already have all the permits they need, but would like to do a neighbor agreement to address issues such as noise. The plan is to open in August or September.
- b. Schools and Youth: There will be a May 20th school spirit night at Bridget Foy’s and proceeds to be donated to Nebinger and Meredith schools.

QVNA has been trying to connect with the Courtyard at Riverview (4th and Washington) community center for awhile. There are two nice computer labs but no one uses them because there are no instructors. The Teaching and Learning Center at Temple University has undergraduates that run educational programs in the summer and will provide 2 students for the Courtyard computer lab. Mother Bethel will assist with funding for the teachers and Jeff would like to see QVNA to chip in, also, which may amount to around \$250 per week for about six week. Families of children using the lab will have to contribute, also. Jeff will have more details by the second week in May. Carla noted that the current manager of the property is more interested/available in working with community than previous management. Southwark/Queen Village Garden provides fresh produce for seniors.

- c. Property Tax: Jeff noted that the City Controller’s Office hired a top expert in country to review the outcome of the AVI initiative, who concluded that the assessments are suspect. Councilman David Oh got City Council to unanimously approve a resolution to require AVI to give to City Council all of its raw data, which it had previously refused to do. Jeff believes that a 3-year delay in implementation likely will be recommended so that the assessments can be done correctly.
- d. Communications: Amy Grant will have the updated communications policy for the next Board meeting. QVNA chose a new logo at last Board meeting and she has received a couple of variations for different placements. Amy has redesigned all of our social

media to incorporate the new logo and will work on providing an appropriate variation for our letterhead.

- e. Dogs: Honey Pertnoy would like to engage Councilman Squilla to help the Committee try to get a response from the new Chair of Streets Department to its application for dog refuse stations. All emails have been ignored. Jeff will introduce Honey to the Councilman via email, so that Honey can work with him directly.

Following a general discussion, it was agreed that the start time for Board meetings will be moved to 7:30 pm from now on.

The meeting was adjourned.

Respectfully submitted,

Cindy A. Elliott
Recording Secretary