

QVNA BOARD MEETING  
SEPT 3, 2015 – DRAFT MINUTES

Present: Lauren Leonard, Ben Schindler, Peter Ross, Amy Shelanski, Eleanor Ingersoll, Jeff Hornstein, Frank Tavani (late), Yael Levin (Director)

Not Present: Duncan Spencer, Cindy Elliott, Amy grant, Maria Roberts, Jonathan Rubin, Sean Edwards

Guests: Lily Goodspeed (VISTA volunteer), Justin Fishman (Summer at Courtyard Volunteer), Lisa French (Friends of Nebinger)

1. Minutes. The June 4, 2015 Board meeting minutes were not reviewed or approved.
  
2. Financials.
  - a. Ben reported that the balance sheet has \$58,000 in unrestricted funds. The Finance Committee met in August and would like a higher reserve, about 25% of annual budget on hand, which is now around \$50,000. This is an increase from before due to increased revenues and increased expenses.
  - b. Ben presented the YTD profit and loss as well as the annual budget YTD and the new projected figures. There is a projected surplus of \$22,000 for FY2015.
  - c. The second parking lot is working out very well for our income and there is currently a wait list.
  - d. The Finance Committee recommends that the Grants Committee disburse \$8,000 for community grants and \$2,000 for board discretionary projects. This is a conservative amount that will be reevaluated in October when we have further income projections.
    - The board would like a clearer definition of what is a “grant” versus “donation”:
      - Customary giving/dues – CDAG, PCC, Old Swedes, and Police Mini-Station
      - Board-driven projects
      - Community-driven projects (i.e. Grants)
      - Board discretion
    - Grant Timeline Proposal:
      - September – Announcement
      - October – Proposal Deadline
      - November – Proposal Review
      - December – Grants Approved & disbursed
    - Additional questions that were asked included who are all the members of the Grants Committee? Should Nebinger and Meredith be a set committee expense? Should the Grants Committee propose topics per RFP? It was also felt that board members must recuse themselves from conversation and vote due if there is a conflict of interest.
  
3. President’s Report.

- a. Philadelphia Crosstown Coalition – Jeff reported that the Education Committee continues to organize Friends Group and is putting together a PR campaign. It looks like there will be foundation funding on the horizon.
- b. ILMC - Jeff updated the board on the lot that SHCA is taking over and the board agreed that it will not impact QV parking lot. There will be lots south of South St for parking though other projects will affect parking. Jeff asked Frank to connect with Mike Hauptman regarding a parking plan. Questions offered were should QVNA open another community lot, should we have a parking meeting, could the Transportation Committee do a parking survey?!
- c. There have been some public safety issues at the Courtyard and the Philadelphia Housing Authority and the Philadelphia Police Department need to work together to resolve them.

4. Executive Directors' Report.

- b. After 3 months, Yael has a full report to give to the Board. She has been updating and reviewing the finances, finalizing the 990 for submission, streamlined and modernized procedures, and begun thinking about the Fall fundraising season. The QVNA Magazine's September issue will be a 24-page spread that sold out of ad space, Yael has taken over ad sales, and there is a need to review the distribution process either has a community service project or general volunteer need. The annual back to school supply drive is underway and supplies will be distributed in the classrooms, there will be a neighborhood tree giveaway in October, and no trash collection during Popenado. The September General Meeting will be at Nebinger while the October one will be at Old Swedes and focus on the SSHD plan. We will be remapping the neighborhood's zoning with the CPC in the near future.

5. Committees

- a. Schools and Youth. Summer at Courtyard was 6 weeks of camp - 3 days of programming with 20-30 kids on average. 50% actually lived at Courtyard - some were staying with grandmothers or other family members for the summer. Less than 50% were from Nebinger and we realized that the age span was too wide since favors were done to allow older kids in. Tuesday mornings we did science with Kathleen and she was fantastic while Tuesday afternoons we went to Shot Tower and "Coach" Justin ran drills in the gymnasium. The splashground was another key component to keeping the kids happy at the playground. Candy and Barry were great to work with and the youth workers provided by the City were helpful but challenging sometimes. There was a writing period on Thursdays which was a window into the some of the challenges faced by the kids. Moving forward we would keep the GSK and Shot Tower components. Lily connected Barry with a Parent Café program that is being run there. Courtyard is reception and open to more programming. Justin would like to engage young males in the neighborhood with a sports camp, connect with pro athletes such as the Eagles, and raise funds. Other groups to connect with are PAL, Negrin. Partner with Nebinger's PE teacher. Consistency of committed volunteers is essential and possible focus on kids' soft skills in after school programming. There was also an update on Plenty as QVNA petitioned a PTI in support of Meredith.

b. Friends of Gateway Green. Tend Landscaping has plans for Phase 1, 2, and 3. Some members of the Friends group feel that things have been going too slowly though Lauren feels that it is advancing really quickly. Phase 1 is basically funded and could happen in Spring 2016. The maintenance plan, after discussion with ILMC will be a joint agreement.

**\*Ben Schindler moved that Tend Landscaping's plans for Phase 1, 2, and 3 be approved by the board to transfer the remaining Board donation of \$3,200 for the Gateway Green project from general funds. Amy Shelanski seconded the motion, and the motion was approved by unanimous vote.**

c. Washington Ave. Frank reported on the meeting held September 3, 2015 at the Rock School with several hundred diverse attendees. He stated that the City did a great job with short presentations by MOTU and the Streets department. The project is starting over from scratch and is looking for low-cost implementable things as well as to collect more data.

d. Nominations. The board did not get to this, but realize it is important. Everyone should be recruiting, as there are seats to fill.

6. New Business

a. Headhouse Square Plans will be discussed at the October meeting

b. Vote on Grant Committee motions

a. Jeff moved that the proposal be adopted of the recusal from Grant voting for Board-driven projects, Frank Tavani seconded the motion, and the motion was unanimously approved.

b. Eleanor proposed that there be a one meeting advance notice for donation requests to the Board, Ben Schindler seconded the motion, and the motion was unanimously approved.

7. Board seats. Cindy, Sean, Amy S, and Sean are not running in November. Peter, Ben, Duncan, Maria, and Jeff (general board position) are up for reelection. A full chart will be distributed for review.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Jeff Hornstein

President