

QVNA BOARD OF DIRECTORS MONTHLY MEETING
January 11, 2018 (postponed the January 4 meeting due to weather)

Board Members	Guests
✓ Eleanor Ingersoll	Duncan Spencer, Former Board Member
✓ Melissa Donnelly	Eusheka Bartley, Better Tomorrows
✓ Jordan Schwartz	
✓ Justin Fishman	
Jeff Hornstein (absent)	
✓ Dahvia Dalton	
Joe Feliceti (absent)	
✓ Mark Grabarits	
✓ Inez (Kandi) Green	
Elizabeth Grimaldi (absent)	
✓ Tasha McKnight	
Emily Perschetz (absent)	
Maria Roberts (absent)	

Eusheka Bartley from Better Tomorrows attended to introduce the new social worker for Courtyard - Nahamah Clark. She is full time from 9:30am to 5:30pm Monday through Friday. The after-school program runs from 3pm to 5:30pm.

Financial Report: Justin Fishman (Treasurer)

- Bonnie, QVNA CPA, has been doing a great job of organizing finances for the organization.
- Melissa asked if \$18,000 is normal for our monthly payment from Parkway. Seems high. Did we pay arm off out right, or was that supposed to come out on a monthly basis until paid? Justin will check and report back.
- Eleanor asked Justin to ask Parkway to come into an upcoming board meeting to explain system and for new board members to ask questions. Melissa suggests that we add parking lot information to the QVNA Standard Operating Procedures.
- Questions were raised on holding funds for Friends Groups because it affects QVNA taxes. We have to pay taxes on these funds because considered revenue for us, although we are just holding the funds, not spending. Justin to ask Bonnie to clarify.
- Justin and Bonnie will work to get the restricted funds total to match up with the total of Friends Groups' funds.
- Mark asked about 2017 funds raised total. Justin to get full report of funds raised for 2017 – names, amounts and dates. The amount listed on the report ~\$5,000 looks low. Justin also to ask Bonnie about donation practices – should we be providing donation receipts for individuals' taxes?
- Melissa suggested to Justin that he work with Bonnie to develop a new standard financial report for QVNA Board meetings. Current materials are cumbersome and hard to follow. Justin to ask Bonnie when he meets with her in February.

- Justin made point that we need line item in budget for grants since that money has been committed, although perhaps not spent since we cut checks only after receipts are provided to us. Justin will address this when created new reports for QVNA Board meetings.
- Justin to ask Bonnie how much money we can carry over year to year. As a non-profit, what percent are we allowed to hold at year end, or at any given time?
- Mark asked if we have discussed creating a reserve account for contingencies. Eleanor mentioned that when 95 repairs begin, will shut parking lots down so we should start building that into our financial planning. Justin to discuss with Bonnie.
- Nebinger HSA used donation functionality on QVNA website on Giving Tuesday. Justin to ask Bonnie about this practice as Nebinger HSA is a Friends Group and not technically a part of QVNA. Justin also to check on square and Eventbrite “donations” collected. See if we can download a report from square and Eventbrite to get a list of all donations made for 2017 per event.
- Jordan motioned to approve the financial report. Melissa seconded. All approved.

President Report: Eleanor Ingersoll

- Neighbors have asked QVNA to put PSA out on space heaters and fire safety.
- Eleanor requested feedback for the Korean American Association of Greater Philadelphia (KAAGP) on next steps for potentially supporting the statue they are proposing for an ILMC parcel on Front St. to commemorate “Comfort Women” who were detained and raped by Japanese soldiers before and during World War II. Board members agreed that we need more feedback from the neighborhood before we could make a decision. Melissa made a suggestion to have a period of public comment. Jordan suggested that we do some personal due diligence with neighbors along Front St. Duncan suggested that KAAGP put something where statue would go so neighbors could get a sense of it. We support the intent to commemorate a community of women, but want to make sure our response truly reflects the neighbors’ feelings. The Board is recommending that Board members personally speak with several neighbors along Front St to ask for their feedback, place information on the QVNA website for neighbors to write feedback in via email for 30-day period, and request that the KAAGP place an image of the proposed statue in the area where it would sit for neighbors to observe and provide feedback.
- Mario Lanza is raising funds for tree maintenance. Eleanor suggested that we contribute. Melissa mentioned that they received a grant last year for this. Did they ever use? Justin will check.
- QVNA will host an MLK Day of Service event at Weccacoe, Meredith and Nebinger to sweep and clean. The event will begin at 10am. Hotdogs and lemonade will be provided afterward.
- The January General Meeting will be held at Shot Tower coffee shop and the topic will be the QVNA magazine.
- Eleanor is putting together a task force to redesign the QVNA website. Currently includes Amy Grant, Eleanor, Melissa, and Caroline Tiger from the Schools and Youth Committee. The group will come to the board with recommendations and a budget request.
- The Board Retreat will take place on February 3 from 9am to 3pm at Courtyard.

Committee Updates

- Duncan – presented his idea to move functions of QVNA to Shot Tower versus building a new building on the current tennis court for the following reasons:
 - A new building could cost up to \$1.4 million.
 - The new building at Weccacoe would be approximately 650 sq ft smaller than the current building, which would make having an office and community space challenging.
 - Old Swedes would be across the street if moved to Shot Tower. Could rent the community space there as need. Also recently received a Community Development Collaborative (CDC) grant to redesign areas surrounding the Church.
 - QVNA would be across the street from its asset, the parking lots, allowing for improved oversight.
 - QVNA could lend additional support to Old Swedes as a community asset.
 - The proposed tennis court between Old Swedes and Shot Tower would link the spaces into one large community area with amenities.
- Jordan asked if we could allocate the funds that we wouldn't use to build new building for rental and other expenses for giving up that building. Duncan said no.
- Jordan asked if we want to use this as an opportunity to be in a more visible place on a commercial corridor? Duncan supports that, but that would also require substantial investment from QVNA.
- As a couple Board members had to leave the meeting early, we did not have a quorum to make a motion so will talk more during the February board meeting to make decision on what direction we want to go. Eleanor will send a note to all board members to consider ideas and bring them to that meeting.
- Duncan suggested that we hold our next board meeting at shot tower so we can get a sense of the space.

Clean and Green Committee

- Melissa presented on LRC snow removal asking how QVNA wanted to move forward with preemptive salting and snow removal. Eleanor to ask ILMC why QVNA is covering snow removal and salting on Front St by parking lots instead of ILMC. Melissa will ask LRC for before and after pictures of snow removal and salting. Justin will contact Parkway to ask what measures they have in place for snow removal, if any at the parking lots.

Safety Committee

- Justin attended the South St mini station meeting. Reported that His and Hers has come to an agreement with the neighbors to hire police officers for security, close at 2am and end promotional events.
- South St will continue to keep one lane open Saturday and expanding to Sunday from parking so that police vehicles can get up South St as needed.
- Melissa suggests that we add information to the SOP on the Mini Station and our support of them along with when meetings are held.
- Eleanor suggests that we need co-chairs of each committee so we're sure there is coverage, for example when the chair of the safety committee is not available to go to the mini station meetings, the co-chair can go. Melissa suggested perhaps someone who is not on the board so we can recruit new members and also not overtax the board members.

Meeting adjourned at 9pm.