



Board Meeting Minutes

Meeting Date: March 6, 2019 Location: QVNA, 417 South Street

Attendance

Voting Officers	Name	Present	Absent	Voting Directors	Present	Absent
President	Eleanor Ingersoll	1		Joe Brin	1	
Vice President	Melissa Donnelly	1		Dahvia Dalton	1	
Treasurer	Justin Fishman	1		Anita Brook Dupree	1	
Secretary	Mark Grabarits	1		Inez Green	1	
				Elizabeth Grimaldi		1
				LaTasha McKnight		1
Staff				Emily Perschetz	1	
Acting Executive Director	Lucy Erdelac	1		Mike Seidenberg	1	
Office Manager	Jake Peterson	1				

Meeting Agenda

Meeting called to order	Opening statement Confirmation of Board quorum Review agenda	Melissa
Board Minutes-February	Presentation and motion to approve	Mark
Financials - February	Presentation and motion to approve	Justin
Conflict of Interest Policy	Presentation and motion to approve	Eleanor
Updates	<ul style="list-style-type: none"> March 13 Zoning Meeting Presidential Appointments (handout) Meeting List 	Emily Eleanor Eleanor
Strategic Discussion	Nominating Committee	Melissa
Meeting Adjournment	Note ending time	Melissa

I. Call to Order

The meeting was called to order at 7:07pm. Ten voting Board Members were in attendance therefore a quorum existed, and Board action could be taken.

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II. Minutes

Secretary Mark Grabarits presented February 2019 Board meeting minutes for review in advance of the meeting.

Motion:	A motion for the Board to approve the minutes of the February Board meetings was made by Mark Grabarits and seconded by Director Anita Brook Dupree.
Vote:	Unanimously approved.

III. Financials

Treasurer Justin Fishman reviewed the February financial statement and the status of restricted funds. A portion of the parking lot repair expenses is in dispute, with ongoing discussions with Parkway.

Acting Executive Director Lucy Erdelac reported that ad revenue for QVNA’s new magazine, *Queen Village Quarterly Crier* is higher than in prior magazine issues. Ad rates were increased to be competitive with those of neighboring civic associations. Magazine expenses are as expected, with the first issue requiring several one-time costs.

Motion:	A motion for the Board to approve the February financial statement was made by Justin Fishman and seconded by Director Dahvia Dalton.
Vote:	Unanimously approved.

Justin Fishman discussed the need for QVNA’s part-time Office Manager position to be an employee position, in accordance with IRS regulations. As a result the position needs to be paid through QVNA’s payrolling system.

Motion:	A motion for the Board to reclassify the volunteer stipend position into a part-time office staff position, paid hourly, with the expense not to exceed the existing budget line item for the volunteer stipend. The motion was made by Justin Fishman and seconded by Director Emily Perschetz.
Vote:	Unanimously approved.

IV. Conflict of Interest Policy

A QVNA Conflict of Interest Policy, reviewed and finalized by legal counsel, was provided to the Board for review in advance of the meeting. The Board was asked to approve the document.

Motion:	A motion for the Board to approve the QVNA Conflict of Interest Policy was made by President Eleanor Ingersoll and seconded by Director Mike Seidenberg.
Vote:	Unanimously approved.

V. Quick Updates

A. March 13 Zoning Meeting

Emily Perschetz provided an update on the zoning variance application for 300 Christian Street. The zoning meeting will next review the proposed project on March 13. The meeting will take place at 416 Gaskill St. at 7:30pm.

B. Presidential Appointments

As a followup to the February Board Meeting, Eleanor Ingersoll provided information about each presidential appointment position, role and responsibilities, and the mission of each of the associated organizations. More information will be reviewed at the April Board Meeting at which she will announce more appointments.



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C. Meeting List

A list of upcoming QVNA meetings and important community events was provided to the Board.

VI. Strategic Discussion- Nominating Committee

Nominating Committee Chair Melissa Donnelly presented her recommendations for the committee and its Core Principles: Board Recruitment, Community Representation, and Board Education. She reviewed the committee responsibilities as required by the QVNA ByLaws and discussed how each Board Member can be involved in helping engage more residents in association meetings and activities, invite residents to volunteer in QVNA activities, and identify residents/volunteers who are interested in potential Board candidacy for the November 2019 election. Afterwards, she recommended several Board activities along with a timeline for implementation.

VII. Meeting Adjournment

There being no other business, the meeting was adjourned at 9:08pm

Respectfully submitted by Secretary Mark Grabarits