

Board Meeting Minutes

Date:	December 11, 2019	Location:	QVNA Office, 417 South Street
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Attendance

Voting Officers		Present	Absent	Voting Directors		Present	Absent
President	Eleanor Ingersoll	1		Joe Brin	1		
Vice President	Inez Green	1		Anita Brook Dupree			1
Treasurer	Mike Seidenberg	1		LaTasha McKnight	1		
Secretary	Mark Grabarits	1		Mike McPhilly	1		
Non-Voting Officer				Non-Voting Directors (elect)			
Executive Director	Lucy Erdelac	1		Caroline Allen			1
Non-Voting Officers (elect)				Rosamond Howard	1		
Treasurer	Tom Bonney	1		Noah Swistak	1		
Secretary	Meredith Piotrowski	1					

Meeting Agenda

I. Call to Order

The meeting was called to order at 7:08 pm. Seven voting Board Members were in attendance therefore a quorum existed, and Board action could be taken.

II. Financial Statements

The August, September, and October 2019 financial statements were presented by Treasurer Mike Seidenberg. At the end of each month, year-to-date income was significantly higher than budgeted and year-to-date expenses were in line with the budgeted amount.

Mike reviewed the balance sheet and income statement for August, September, and October 2019.

Motion:	A motion for the Board to approve the August, September, and October 2019 financial statements was made by Mike McPhilly, and seconded by Inez Green.
Vote:	Unanimously approved.

III. Minutes

Minutes from the October and November 2019 Board meetings were provided to the Board in advance of the meeting by Secretary Mark Grabarits for review.

Motion:	A motion for the Board to approve the minutes of the October and November 2019 Board meetings was made by Mark Grabarits and seconded by Mike Seidenberg.
Vote:	Unanimously approved.

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IV. Grants

Director Mike McPhilmy, who also served as a Grants Committee Member and therefore will abstain from voting, presented the committee’s recommendations for the Fall 2019 Community Grant cycle, providing an overview of each committee-recommended project:

Applicant	Project	Recommendation
Friends of Mario Lanza Park	Treework on large oak including gravel removal, removal of landscape fabric, loosen soil 6” deep, add topsoil and compost, test soil and fertilize accordingly; and installment of posts and fencing around treated area.	\$2,000
Historic Gloria Dei Preservation Corporation	Repair and paint wood members on the exterior of church, sexton house and parish hall as well as interior (first floor) of the church sanctuary.	\$3,000
Parent Teachers Assoc of Nebinger School	Risers for performers to stand on during performances in the school auditorium.	\$1,550
TOTAL RECOMMENDATION OF QVNA GRANTS COMMITTEE		\$6,550

Motion:	A motion for the Board to approve the full slate of the Grant Committee’s funding recommendation (the three applications) for the Fall 2019 Grant cycle was made by Mike McPhilmy, and seconded by Mark Grabarits.
Vote:	Six votes yes, one abstention. Motion passes
Next Step:	Each Fall 2019 Grant Applicant will be called to be informed of the Board’s decision by December 13, 2019 (by either Mike McPhilmy or Committee Chair Kathy Dilonardo).

V. 2020 Budget

Executive Director Lucy Erdelac presented the proposed 2020 budget to the Board, providing support and insight into the proposed budget as compared to the current year’s. The 2020 projected budget is balanced.

- 2020 income is conservatively budgeted, taking into consideration 2019’s income growth achieved through a significant increase in QVNA memberships, magazine advertising, and Summer at Courtyard sponsorships. As in 2019, the top sources of QVNA income are projected to be the parking lot, magazine advertising and memberships.
- 2020 expenses are conservatively budgeted. Its bottom line is virtually the same as that budgeted for 2019. While some 2020 budget line items have been added or eliminated, every line item was examined in detail based on anticipated financial need for providing association programs, services and association operations.

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Motion:	A motion for the Board to approve the proposed 2020 Budget was made by Mike McPhilly, and seconded by Inez Green.
Vote:	Six votes yes, one vote no. Motion passes.

VI. President’s Report

- Magazine editorial leadership change: Heather Blakeslee has stepped down from her Managing Editor role for the *Queen Village Quarterly Crier*. A core team of volunteers have been identified, Eleanor and Lucy forming a magazine leadership committee
- Pennsport support letter (Super Wawa)- Eleanor proposes that QVNA submit a support letter for opposition to the Wawa project. The Board members agreed that a letter should be drafted and distributed for comments prior to final board discussion.
- Eleanor called the first meeting in 5 years of the Community Coalition for Interstate Land Management (CCIM); a coalition of River Wards neighborhoods empowered to elect 2 Directors to the Board of Interstate Land Management Corp (ILMC). In accordance with the by-laws, the community representatives of CCIM elected their interim Chair; Eleanor Ingersoll of QVNA, and interim Directors to the ILMC Board. Those interim representatives are Andrew Sacksteder from River’s Edge Neighborhood and Bob Curly From Society Hill Civic Association. At the March CCIM quarterly meeting (prior to the ILMC meeting) member organizations will vote to either make interim positions official or elect a new CCIM Chair and Directos to the ILMC Board.
- Board Retreat- Lucy will send several options for dates in January/February; and for another retreat in August after the summer break.

VII. Strategic Discussion

Lucy discussed QVNA’s potential for obtaining a \$50,000 grant from the PA Dept of Community and Economic Development (DCED) for the purpose of improving safety in Queen Village. The specific project she recommends for this grant is the purchase and installation of security cameras at QVNA’s parking lot. Lucy has asked Eleanor to create a Task Force to work with her to determine the project’s needs, identify contractors, obtain competitive bids, and analyze additional needs.

Discussion ensued. Three key points emerged:

1. Post-installation expenses for repairs, maintenance, equipment replacement, and monthly fees must be identified;
2. Recognition that while cameras on the lot may be a crime deterrent, they neither guarantee safety nor the ability to identify a vandal or thief; and
3. A camera at the lot’s entrance gate may help identify vehicles that break the entrance arm.

Mark Grabarits and Mike McPhilly have agreed to join the new task force.

Next Steps:	Lucy will: <ul style="list-style-type: none"> ● Share the application with Mark and Mike. ● Set up fact-finding meetings with already-identified community resources experienced in planning and managing security cameras at complex locations.
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| | <ul style="list-style-type: none"> Identify potential contractors to provide equipment specs, bids for equipment and installation, and help identify system maintenance and anticipated life of system. |
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VIII. Quick Updates

- Mary Street Garden- possible \$8,000 grant available, but document plans are required to communicate the concept. David O'Donnell and Lucy talked with a consultant and received an estimate to create the plans. Joe spoke with David about a non-profit (Community Design Collaborative) that provides planning pro-bono- \$250 application fee.
- Leaf Removal- 15 tons of leaves were removed in 2019. Lucy is currently seeking a new vendor, as the current vendor (ACAM) informed QVNA that it can no longer provide the services at the current rate.
- LaTasha McKnight's term as a Director ends on December 31, 2019. Eleanor thanked LaTasha for her service to QVNA.

IX. Meeting Adjournment

There being no other business, the meeting was adjourned at 9:03pm

Respectfully submitted by Secretary Mark Grabarits

December 28, 2019