

Board of Directors Meeting Minutes  
North College Park Neighborhood Association  
10:00 AM, Saturday, November 7th, 2015  
Russell's and Sandy's Home  
1215 Windsong Trail  
Richardson, Texas

**Board of Directors:**

Directors Present: Russell Bowen, Sandy Bowen, Gary Vaughn, Mike Petree, John Slaughter, Phyllis Slaughter(volunteer) and Caryl Knapp(volunteer)

**Proceedings:**

MEETING CALLED TO ORDER – Russell called the meeting to order at 10:06 AM. The meeting included the following agenda items:

REVIEW AND APPROVAL OF MINUTES – The Draft Minutes of the September 5th Board of Directors Meeting and the Working Session Minutes of October 3<sup>rd</sup> meeting were offered for review. A motion was made to approve them both and it was seconded and passed unanimously.

FINANCIAL STATUS REPORT – Gary presented the Financial Report. The November 7th balance was \$5737.84. Annual dues from mail in checks and on line payments totaled \$1,245.88. On the debit side of the report, there was \$82.00 for yearly PO Box rental, \$70.02 for photocopying membership drive flyers, \$407.94 for expenses associated with National Night Out, and \$71.79 in food expense for the Labor Day Celebration. A motion was made to approve the Financial Report and it was seconded and passed unanimously. Also, Gary reminded us that the new fiscal year began September 1, 2016, and will run until August 31, 2016

PAY BILLS FOR PRIOR APPROVED PROJECTS/EVENTS – Russell reported that the cost for the additional inserts for the median signs would be \$529.99. This will bring the total number of sets of signs to three. Also, an expense totaling \$5.99 + tax for National Night name tags was submitted and approved for payment.

MEMBERSHIP REPORT – Russell reported that there are now 86 paid memberships for the coming fiscal year, and that 13 are paid for the next year as well. John asked if there needed to be a welcome

response for new sign ups. Sandy mentioned that it's important to make sure that the person really is new to the neighborhood and not just signing up for the first time. Russell got the membership current membership list from Lynn but hasn't been able to open it. John said he would help to solve that problem.

Russell also mentioned the idea of a hard copy neighborhood newsletter that would be sent out once or twice a year would help pull the neighborhood together. John added that a card stock neighborhood information card would also be helpful.

LYNN'S RESIGNATION – Russell announced that Lynn was moving from the neighborhood and had officially resigned as a Director and Chairman of the Board. The announcement initiated comments of appreciation for his many contributions to the Association. In conclusion, it was agreed to send Lynn an official thank you acknowledging his years of commitment to NCPNA.

Following that, a motion was made to nominate Russell to fill the resulting Chairman of the Board vacancy. It was seconded and passed unanimously.

YARD PARTY – Russell wondered whether we still wanted to try for a yard party. At this time it's looking unlikely.

NCPNA BANNER – Russell presented an estimate for a banner to replace the recently retired one. For a full color, two sided, 6 x 2 foot banner the cost will be \$144.00 plus tax. In the interest of design unification, John suggested that the banner include the neighborhood logo, as it appears on the street signs.

DISPOSITION OF CRIME WATCH SIGNS – Russell wants to find a new place to store the inventory of Crime Watch Signs. There are about 20 and they are for sale. The new ones are \$10 and the slightly scuffed up ones are \$5. Space in a storage shed was volunteered for storage.

HOLIDAY DECORATIONS – Neighborhood holiday decorations will be put up following the December 5<sup>th</sup> meeting of the Board of Directors.

DONATION TO JESS HARBEN FOR THANKSGIVING MEALS – A motion was made to contribute \$60 to the Thanksgiving Meals program at Jess Harben. It was seconded and passed unanimously.

YARD OF THE MONTH – For the December Yard of the Month, a motion was made for gift certificate prizes in the amount of \$50 for first place and \$25 second place. The motion was seconded and passed unanimously.

UPDATE MEETINGS/EVENTS CALENDAR AND SUPPLIES INVENTORY – Sandy and Phyllis plan on combining their separate inventory lists.

NEWSLETTER PUBLICATION DATE – Caryl suggested that a better time for the neighborhood newsletter would be the middle of the month instead of the first. After some discussion, the publication date was moved to the 15<sup>th</sup>. John mentioned that, whatever the date, it was important to send it out every month.

MEETING ADJOURNED – A motion was made to adjourn at 11:02 AM and it was seconded and unanimously approved.

The next meeting of the BOD is scheduled for Saturday, December 5th, at 10:00 AM at Sandy's and Russell's house.

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