

Board of Directors Meeting Minutes  
North College Park Neighborhood Association  
10:00 AM, Saturday, September 3, 2016  
Russell's and Sandy's Home  
1215 Windsong Trail  
Richardson, Texas

**Board of Directors:**

Present: Russell Bowen, Sandy Bowen, Pete Catalina, Doug Freeman, Cheryl Freeman(volunteer), Walt Gromadin, Caryl Knapp, Dick Rawlings, Phyllis Slaughter, and Mike Petree.

**Proceedings:**

MEETING CALLED TO ORDER – Russell called the meeting to order at 10:05 AM. The meeting included the following agenda items:

REVIEW AND APPROVE MINUTES OF THE AUGUST 6, 2016 BOARD MEETING – The Draft Minutes from the August 6th Board of Directors Meeting was offered for review. A motion made to approve the Minutes was seconded and passed unanimously.

TREASURER'S REPORT/PAY BILLS – Pete presented a Profit and Loss Statement for September 2015 to August 2016. The balance for September 3, 2016, was \$2,076.36. Walt asked if the Trash Bash Expense of \$220.42 was correct since it seemed too high for the event. Pete said that he would look into it. A motion to approve was postponed until the numbers were double checked.

Note: after the meeting Pete emailed a correction that changed the Trash Bash Expenses to \$29.19 and added a Crime Watch Party expense of \$191.23. The total remains unchanged.

Pete also reported that an application to be exempt from paying sales tax has been made. This is legitimate because of the Association's non-profit status.

An expense of \$22.35 was submitted for materials used for median sign repair. A motion was made to approve the expense and it was seconded and passed unanimously.

Doug mentioned that there should be a form for submitting expenses for reimbursement. Dick offered to write a draft for one. Sandy added that we also need a welcome letter for new sign ups.

2016-2017 MEMBERSHIP DRIVE - Russell presented an update on the annual membership drive. Dick asked what the membership number was.

Russell said that it was 84 last year. Pete said that he had 37 checks and 15 credit card charges so far in the current membership drive.

LABOR DAY PICNIC- Labor day is Monday, September 5<sup>th</sup>. Doug presented a needs list for the event and went over the things that were listed.

Pete confirmed that the "Rocking Four" brass quartet would be available to perform at the event. A motion was made to approve \$120.00 to book the "Rocking Four." It was seconded and passed unanimously.

Phyllis mentioned the need for a plan B in case the pavilion is unavailable. She suggested setting up in their driveway since it is easily accessible from the park pavilion.

NATIONAL NIGHT OUT PLANNING – Doug presented an update on the annual NNO event scheduled for Tuesday October 4th. Four neighborhood associations are participating and Paco of College Park is the coordinator. There will be an August 20 organizational meeting for working out the details. Doug will email the board members a list of things that are needed.

At this time there are no NNO inserts for the median signs. Phyllis said that they could be easily printed up.

NEWSLETTER – Russell wanted to know if there was anything that still needed to be decided about the future direction of the news bulletins. The answer was that the new process is already set up. Instead of a monthly newsletter, email blast directed at specific events will be sent out. So, for a while at least, the event/news driven blast format will be used instead of a monthly collection of news items.

UPDATE MEETINGS/EVENTS CALENDAR AND SUPPLIES INVENTORY – Sandy passed around the latest Planning Calendar and Supplies Inventory List for comments and updates. The idea of renting a commercial storage unit for supplies was briefly considered then dropped.

ODDS AND ENDS – Doug mentioned that four people are back listed for free custom made house number signs. To make the number plates, \$30 is needed to buy the wood. A motion was made to approve the \$30 expense for materials and it was seconded and passed unanimously.

MEETING ADJOURNED – At 11:05 AM a motion was made to adjourn the meeting. The motion was seconded and passed unanimously.

The next meeting of the BOD is currently scheduled for Saturday, October 1st, at 10:00 AM at Russell's and Sandy's house.

[Version 100116]