

QVNA Board Meeting Thursday, March 6, 2014

Present: Jeff Hornstein, Lauren Leonard, Duncan Spencer, Ben Schindler, Jonathan Rubin, Amy Shelanski, Amy Singh, Maria Roberts, Kathy Dilonardo, Peter Ross, Carla Puppin (executive Director);
Guests: Cynthia Temple and Terry Necciai

Absent: Leslie Patterson Tyler, Sean Edwards, Cindy Elliott

1. The February Minutes were reviewed and approved.

2. Financials. Ben reviewed the February financials with the Board. A motion to approve by Amy Shelanski, seconded by Duncan Spencer. Approved.

3. President's Report.

a. **Second Parking Lot.** Jeff had confirmation from ILMC that QVNA will have access to the second lot on or about April 1 and that we will get four months lease agreement at no cost. We will begin paying full rent on or about July 1-15. We have the option of pulling out should we see that we do not have sufficient renters. Given the number of individuals on the wait list that should not be an issue. ILMC is also okay with creating one combined lot out of the two parcels (# 18 and #17) with a single entrance on Christian Street. The configuration of a single lot saves approximately \$35,000 in start-up costs. Jeff will have more details after the March 11th ILMC Board meeting.

b. **Weccacoe.** A new group, calling itself the "Friends of Bethel Burying Ground has formed. One of the leaders, Joe Certaine (former City Managing Director) stated that the issues "are bigger than Mother Bethel" and that the city should be leading the project. Two articles have appeared in close succession in the *Inquirer*. Jeff reiterated that QVNA has been working closely with Mother Bethel for two years, and all have agreed that protection is the first and most important step; flexibility in design and renovation is key to make sure that the church's needs are respected. Rev. Tyler is writing an op ed response to the *Inquirer*. There will be a meeting with the Mayor on March 13th.

The March general meeting will not be at Meredith. That has been moved to the April General Meeting. We hope to have Bill Green, SRC Commission president, as guest speaker. Jeff requested that other Board members lead general meetings. It was agreed to invite Mike Harris, Executive Director of SSHD to the meeting. Jonathan will also present the Community Design Collaborative plan for Bainbridge Green. [Carla will follow up with Mike]

Committee Reports.

- a. **Historic Preservation.** Cynthia Temple and Terry Necciai gave an overview of the Keystone Preservation Project Grant for which they have applied, which would allow for a detailed assessment of historically significant buildings in Queen Village, expanding beyond those listed in the National Historic Register, done in 1972.. The project would allow the committee to quantify the a new Statement of Significance that Terry wrote.

Cynthia and Terry requested that QVNA provide the \$5000 match to the \$5000 state grant. While the Board supported the project (Jeff wrote a letter of support on behalf of QVNA), Jeff stated that the Board could not make a decision until after the second parking lot has opened, and we have a better sense of the revenue stream. If QVNA puts some funds in, the H.P committee could use that as leverage to get the remaining funds. It was also suggested to contact Councilman Squilla.

b. Outreach

Duncan spoke about the need to make Weccacoe the locus of activities in Queen Village so that residents start identifying it as such. The use of the community room for children's birthday parties needs to be reviewed. In the future, we will need to consider closer oversight, raising the rental fee to make it a positive income stream (currently we break even on rentals once cleaning is factored in). We need to make sure that our insurance policy adequately covers these events. Carla stated that the room rental is very inexpensive in comparison to most places. She will review the insurance coverage and will look into costs at comparable facilities.

- c. Budget for 2014.** Ben had sent the proposed 2014 budget earlier in the month via email. He reviewed the process by which the Finance Committee arrived at the figures. Taking into account the fixed and recurring costs and income stream, on the Income side the variables are: the parking lot increased income and the increased income from an invigorated Annual Supporters' Campaign. On the Expense side, the variable is the amount that QVNA can give back to the community this year. If the Income side comes in as projected, the Finance Committee arrived at an amount of \$10,000 that could be given out in grants in 2014.

The Board discussed whether or not a budget should be adopted every year, and how that should happen. Kathy asked if that should be part of the bylaws. There was general agreement that there should be an annual process and it was agreed that a budget for the next fiscal year should be presented at the October and November meeting, with a final budget ready for a vote at the December meeting. We will ask Cindy to look into wording for the bylaws. Jeff gave the Board a week to look at the proposed budget—any feedback should come back by March 14.

Ben and Amy met and created a task list for starting up the Supporters' Campaign. Amy has entered any lists/emails that we have into the Donor Support software. Ben reviewed the different giving levels: Individual at \$40; Family at \$60, Supporter at \$120, Contributor at \$250 with an additional _____ line for other contributions. All agreed that \$250 should be the maximum named giving category. Decision needs to be made as to when we go live, what we are offering (if window decals, we need to order) Aiming for the next Crier, (deadline would be March 24). The Supporter's Campaign will be promoted through email blasts, on the web site, in *Crier*, and perhaps with a door-to-door campaign, QVNA table at neighborhood events, 4th Fridays. Jonathan suggested a video.

Clean and Green Committee Lauren announced that 4th and Bainbridge will be a drop off site for bags of trash collected on Philly CleanUp Day, Sat. April 5th. The idea of having another drop—off site was mentioned, but Lauren noted that another volunteer would need to monitor the site.

Transportation Committee: Frank Tavani gave a summary of his understanding of the proposed Washington Avenue re-striping project, involving substantial lane and parking spot configuration changes. Based on Frank’s notes , Jeff believes there are serious concerns. The Board discussed whether to take a position. Amy Shelanski volunteered to attend the upcoming public meeting and report back.

Bainbridge Green. Jonathan gave a brief overview and announced that the unveiling of the master plan by the Community Design Collaborative would be on March 13th. A traffic study will be necessary- cost of about \$5000.

Respectfully submitted,

Carla Puppin, Director substituting for Cindy Elliott, Recording Secretary

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