



# Hollywood North Park Community Association

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## HNPCA Board Meeting Minutes

Thursday March 5 2015 6PM

Northside College Preparatory High School 5501 North Kedzie Avenue Chicago IL

Board Members Present: Carmen Sierra Rodriguez, Jane Friedman, Judie Simpson, Jewel Klein, Paul De Neui, Michael Puccini, Gina Fong, Kim Moseid, Don Vitullo, Lenore Johnson, Susan Casey, John Hunter, Jack Smith, Laura Donaghy Board Members Absent: Penny Sullivan

### I. Call to Order and Welcome 6:05PM (Judie Simpson, Chairman of the Board)

A. Goals of tonight's meeting include approving the HNPCA budget for the year, web site review, selection of HNPCA NNN representation, reviewing committees listed in HNPCA bylaws and assigning roles and responsibilities.

B. Attendance and Roster sheets were circulated for completion by Board Members present

### II. Board and Officers Roles and Responsibilities (Carmen Sierra Rodriguez, President)

A. Reviewed roles, responsibilities and accountability. All board members are required to serve on at least one committee, in addition, each board member should have a dedicated 'alternate' in the event that they are unable to perform required responsibilities.

B. Treasurer Jewel Klein requested that committee assignments be reviewed as the Treasurer has taken on responsibility for membership tasks that should belong to the Membership Committee.

C. Standing and Ad-Hoc Committees and assignments were reviewed. A committee roster will be prepared for members to review and finalize at our March 17th meeting. The roster will be posted to the website when final.

### III. Financial Management and Accounts (Jewel Klein, Treasurer)

A. There is currently 6442.78 in checking account which includes \$2300 that we hold for Peterson Park advisory council. Dues collected thus far in 2015 slightly over \$1000. Pending expenditures - \$325 for insurance, \$22 request for reimbursement related to mailing cost. Potential future expenditure - \$300 for new member decals.

**Motion** (Judie Simpson) to approve budget as it stands with an amendment to hold the additional \$300 expenditure for decals and donations until the next meeting **Second** (Carmen Rodriguez)

**Motion passed.**

B. Currently there are 3 signatories on all HNPCA accounts, Don Vitullo, Penny Sullivan and Jewel Klein.

**Motion** (Carmen Rodriguez) to transition signatories to Chairman of the Board (Judie Simpson), President, (Carmen Sierra Rodriguez) and Treasurer (Jewel Klein) **Second** (John Hunter)

Abstain (Don Vitullo, Jewel Klein) **Motion passed**

### IV. Meeting Responsibilities and Locations (Carmen Rodriguez)

A list of meeting preparation tasks will be provided to Board Members for review and assignment so as to evenly disburse responsibilities and ensure consistency and efficiency.

### V. Website and Social Media Launch (Carmen Rodriguez)

A. HNPCA is on Twitter, Facebook and Pinterest. The goal is to broadcast upcoming events and provides links to sites that are pertinent to HNPCA members. Currently Facebook links directly to Twitter. The new HNPCA website is also ready for prime time with a 'Still Under Construction' notice.

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**Motion** (Carmen Rodriguez) to take new HNPCA website live and maintain link between Facebook and Twitter **Second** (Kim Moseid) **Motion Passed**

VI. NNN Representation, review and vote (Carmen Rodriguez)

A. Members discussed the need to ensure that HNPCA has a formula for selecting representation which includes two members of the Board, including a 'nearby neighbor'.

B. For purposes of HNPCA's selection of a NNN representative, the term 'nearby neighbor' will be defined by Board approval at the next Board Meeting.

C. The Board discussed the need to ensure one member of the NNN will be a member of the ad-hoc University Relations Committee.

**Motion** (Carmen Rodriguez) to name the President and the Secretary the positions which will represent HNPCA on the Northeastern Neighbors Network, where one must be a nearby neighbor as defined in VI.-B. above and one must be a member of the University Relations Committee.

**Second** (Unrecorded) **Abstention** (Carmen Rodriguez) **Motion Passed**

VII. Additional Business of the Board

A. A draft motion to amend the by-laws was submitted by Carmen Rodriguez to address the need for e-voting. The Board should be prepared to review this language and provide any modifications at our March 17th meeting so the amendment can be announced to the membership and a vote scheduled pursuant to the notice requirements in the by-laws.

B. A request to review the idea of an "On the Table" event in concert with the Chicago Community Trust was submitted by Carmen Rodriguez. Members should review the information and be prepared to vote at the March 17th meeting.

C. The 2014 donation to Hollywood Park Advisory Council was submitted to HPAC Chair and HNPCA Board Member, Lenore Johnson, with the Board's good wishes.

D. Agenda items for the next BOD meeting should be provided in writing to Carmen Rodriguez at [carmen.rodriguez@cbexchange.com](mailto:carmen.rodriguez@cbexchange.com) by no later than 5 business days prior to the scheduled meeting date.

E. Jewel Klein asked that the Board consider re-naming Anne Klosinski to the Board. Anne declined her nomination as Secretary so that new member Laura Donaghy would be unopposed in her election. Anne had not been separately nominated to a Board position but expressed her desire to continue service.

**Motion** (Jewel Klein) to re-appoint Anne Klosinski to the Board **Second** (Carmen Rodriguez) **Motion Passed Unanimously**

VIII. There being no further business the meeting was adjourned at 8:03PM

The next scheduled meeting of the Board is from 7PM to 7:30PM Tuesday, March 17th.

Respectfully submitted,

Laura Donaghy  
Secretary