

Northwest Olympia Neighborhood Association Board Meeting Minutes

Date & Time: Monday, September 19, 2005, 6:30 p.m.

Place: 214 Sherman St NW

Present: Greg Black, Tom Connor, Marla Kentfield, Karin Kraft, Hugh O'Neill, Lyle Tribwell

1. Call to Order, Public Communications Tom called the meeting to order at 6:33 p.m.

A neighborhood resident had talked to Tom about addressing the board on an issue dealing with her landlord. She wasn't in attendance because once she informed her landlord of her intended meeting with us they were able to resolve their differences.

2. Approval of Meeting Agenda – Approved with walk-ability assessment topic moved to Safety & Transportation and Mandala topic to Social & Recreation committee reports.

3. Minutes Approval for August 22, 2005 Board Meeting – Approved.

4. Commitment Review –

- Marla – NWONA West Bay position was e-mailed to Tom and is posted on our website. Tom clarified that the city requires a copy of our annual meeting minutes and minutes from one other board meeting. Those minutes were sent to them last winter. Other commitments not completed.
- Tom – Walk-ability grant proposal submitted to Thurston Co. Health. Appreciation gift presented to past president and NWONA co-founder Larry Leveen. Other commitments still open.
- Hugh – Garfield School is no longer available on Fridays. We agreed that Monday, October 24 at 6 p.m. would be the best available date for our annual meeting.
- Greg – Draft guideline for presentation of neighborhood issues to the board was discussed. It was agreed that we would add a note in the newsletter to check out the draft on our website and provide the option there to submit comments.
- Karin – Grant proposal drafted and newsletter articles submitted. Committee purpose still open.

5. Treasurer's Report – Karin presented the treasurer's report. She commented that Angel Przybylowicz is interested in a board position and may be willing to take on treasurer duties next year.

6. Committee Reports:

Communications – Three newsletter articles received from Karin. Articles are due from Tom, Lyle and Hugh. Karin noted that April Przybylowicz was willing to assist with the newsletter.

Land Use – Only one other person attended the September Garfield Nature Trail ivy clearing work party. Another will be held on October 9, 9 a.m. to noon. Marla will send out NWONA e-mail. Lyle will be working with Erica Guttman of the Native Plant Restoration group on a planting plan for late fall to winter. Lyle also mentioned discussion with Steve Hall about the current installation of the new 6' (versus 3') Schneider Creek culvert ... a win for salmon.

Social & Recreation – The mandala project near Garfield school will go ahead this weekend if sufficient volunteers are available. Annual meeting discussion is under New Business.

Transportation & Safety – Karin reported on plans for a bike-ability assessment. Lyle motioned, Greg seconded and board approved to provide up to \$120 for incentive gifts to those neighbors who participate in a November assessment exercise. Lyle volunteered to help with the neighborhood grant submittal for the alternate commute contest next year. The \$1000 grant from Thurston Co. Health was tentatively earmarked for the assessment, contest, hiring local youth to clear sidewalks of overhanging vegetation and creation of a neighborhood GIS map with overlays to show areas needing transportation and safety improvements. Angel Przybylowicz and Bruce Coulter are drafting plans for distributing an emergency preparedness checklist to NWONA members, with potentially some sort of incentive (such as a gas/water shutoff wrench) for completion.

7. New Business

- **WOBA** – Marla attended a September 15 noon meeting of the newly formed West Olympia Business Association. They are looking for neighborhood association support for their current focus which is completion of the Harrison/Mudd Bay Road improvement project. Apparently the city has effectively put the project “on hold. NWONA and the Goldcrest neighborhood association were in attendance. Goldcrest supports transportation safety improvements. Marla suggested to WOBA that NWONA leadership may not be willing to support widening auto traffic corridors (borne out by comments at this board meeting). WOBA hopes to have a city council candidates’ forum on October 20 at 6:30 p.m. and will send an invitation to neighborhood associations.
- **Garfield PTA Hurricane Katrina Response** – Request for neighborhood assistance in collecting for and packaging care boxes was sent to Tom. The request will be forwarded to our e-mail list.
- **Annual Meeting** – Budget estimate: \$200 food & drink, \$50 office supplies (name tags, etc.), and up to \$100 donation to youth group to deliver fliers neighborhood-wide (Marla to check with Capital High School Key Club). Greg said he would check with members of his band (Planetary People) to see if they’d volunteer (no cost) to play a few songs prior to the annual meeting. Hugh will coordinate food, Marla will get plates, cups, napkins and coordinate set-up and clean-up, Karin flier preparation, Greg to find volunteers for membership table (past directors Erica Guttman or Margaret Barrette may be willing to help), Tom to draft agenda and facilitate meeting, committee chairs prepare *short* reports, Karin to check on Red Cross or Fire Department 20-minute emergency preparedness presentation, Lyle to check on borrowing or renting a Litepro projector & computer (Marla volunteered her laptop), all to recruit new board candidates.

8. Review of Commitments taken at this meeting (and open from previous meetings)

- Tom – Agenda for annual meeting. **Prepare president’s comments article for newsletter. Draft modified West Bay statement.**
- Greg – Find volunteer to coordinate membership sign-in/sign-up table at annual meeting.
- Hugh – Confirm October 24 date with Garfield. Arrange for annual meeting food/drink. Prepare article on mandala project. Prepare for annual committee report.
- Karin – Check on Red Cross or Fire Department 20-minute emergency preparedness presentation. Develop annual meeting flier. Prepare for annual committee report. Prepare

neighborhood grant proposal for commute contest. **Transportation & Safety committee purpose.**

- Marla – E-mail on Katrina relief. Post on website the guideline on presenting issues to NWONA. Get supplies for annual meeting, check with Key Club, and prepare for annual committee report. **Put together draft newsletter from submitted articles. Assist with mandala project communications. Communications committee purpose. Member forms to kiosk. Dedication pictures to web master. Mailing database from Larry. City guidelines on records retention.**
 - Lyle – Assist Karin with grant proposal for commute contest. Check on borrowing or renting a Litepro projector. Prepare for annual committee report. **Prepare article on GNT0 project and nature trail ivy removal. Track costs, volunteer hours and contributions for GNT0 project.**
9. **Close and Next Meeting** – Adjourned at 8:57 p.m. with next meeting set for October 17. Need to lead by recruiting, not trying to do it all. Agenda next meeting to focus on Annual Meeting preparation.