

Northwest Olympia Neighborhood Association Board Meeting Minutes

Date & Time: Monday, October 16, 2006, 6:30 p.m.

Place: 214 Sherman St NW

Present: Greg Black, Tom Connor, Marla Kentfield, Carol Juris, Karin Kraft, David Mitchell, Ethan Schaffer and Barbara Oswald Absent: Diane Gayle, Jonah Hankin-Rappaport,.

1. **Call to Order, Public Communications** - Tom called the meeting to order at 6:40 p.m. Russ Lehman wasn't able to attend to report on the Pedals, Pedestrians & Plants program.
2. **Approval of Meeting Agenda** – Approved.
3. **Minutes Approval** – Approved with add of contact information for No on I933 and changes requested by Karin to Transportation & Safety report on Alternate Commute Contest.
4. **Commitment Review** –
 - All provided requested news articles and Marla put newsletter together, got copies and has delivered to most the neighborhood with some help from Ethan's friend, Sarita.
 - Ethan – Reported that Jacob has set up list serve feature on the website but wants to import existing e-mails before fully deploying it.
 - Marla – School district has the flyer for dog stations. Email on Healthy Steps October 4 dinner not sent (past deadline for RSVP) – Tom agreed to attend. Letterhead design sent to board members. Port information sent to members and to Scott Bishop for website posting. Requested replacement check for Capital High Key Club (2005 check lost).
5. **Treasurer's Report** – Dave presented the Treasurer's report in new, more detailed format. He resolved the Secretary of State corporate division's error in not having recorded our payment. He will be submitting expenses to the city on the 2006 matching grant. Karin was uncertain if the city pays 50% or 100% and our 50% would be covered by the value of donations and volunteer hours. Dave gave Marla a check for the \$100 Key Club donation.
6. **Committee Reports**
 - Communications** – Newsletter – Marla will work to get remainder of newsletters distributed.
 - Dog Station Poster –Olympia School Board facilities manager, Julie Deruwe, said she would get the flyer posted.
 - Social & Recreation** – Annual Meeting – See item #8 for action items and agenda.
 - Land Use** – Port Project - Tom reported that the group fighting for more scrutiny on the total impacts of the Weyerhaeuser project continues to have difficulty. Karin said her husband attended the last city hearing where a slew of technicalities worked to squash the bigger picture of the project. West Bay Park – Tom said the city still hopes to secure the railroad lands by the end of the year. They were awarded two park grants (\$1.4 million and \$700k).
 - Transportation & Safety** – Vegetation clearing – The committee won't be hiring Lyle Tribwell's assistance for this work under the matching grant because they don't have anybody able to act as project manager to oversee these efforts. Karin will prepare a closeout report on the matching grant. Alternate Commute Contest – Karin sent thank you cards to all the businesses that provided prize donations. She said that Intercity Transit's Meg Kester is excited about the possibility of their taking on hosting this contest in future years.

GIS NWONA Map – Work on this won't meet timing to be included in the 2006 matching grant but Tom suggested that NWONA pick up the costs (up to the \$350 was the amount anticipated from the grant). The money will go to Thurston County Regional Planning for their help in providing digital map of the neighborhood.

7. New Business

Healthy Steps II – Tom attended the dinner meeting and reported that the possibility exists for NWONA to receive a follow-on grant of up to \$10k for similar projects encouraging physical exercise and healthy habits. Deadline for grant proposals is November 7 which is awkward timing since we'll have a new board as of October 23. Barb volunteered to assist in writing a proposal but most importantly we need NWONA member(s) willing to manage the grant project(s). Barb also will e-mail Chris Hawkins to see if the Nov. 7 deadline is firm. Karin will report on this at the annual meeting and request volunteers.

Future of NWONA – All want the association to continue and do even more to develop community. The newer board members (David, Ethan, Barb and Carol) are willing to run again but not unless some of the longer term members are also available to provide historical perspective. Marla agreed to run again but not to volunteer as secretary or communications chair. Tom said that he would be available to consult with the new board/president.

NWONA Dues – Motion/Second/Approved to present for vote at the annual meeting a dues increase to \$15 per individual or \$25 per household per calendar year. The dues haven't been increased since NWONA was founded in 1999. A per household option would help clarify that the lower fee is per person plus make it more affordable for multi-adult households. Per our bylaws the members must approve dues increase. All dues (for the 2007 year) that are paid prior to the vote will be at the \$12 per individual fee.

8. Annual Meeting Preparations –

Set-up & Clean up – Any who can show up at 5:20 or so (& stay after) to help, please do.

Sign Up & Dues Table – Marla to provide cash drawer, current member list, new member forms, and large sign re Dues Amount. Carol to host (hopefully with husband) sign ups.

Displays - Marla to bring pages & pens for committee sign-ups, map of NWONA boundaries and notebook with past board minutes, newsletters and other communications. David to bring 1-pg Treasurer's Report for posting ... maybe at Sign-up Table.

Dinner – Greg to work out details with Vic's & Rosey's including getting checks from David to cover cost. Marla's husband to pick up pizzas (needs help unloading). Rosey's to bring salad & serve as last year. Marla to bring forks, plates, cups. Greg to bring napkins, drinks.

Agenda –

President's Report*	Ethan	15 minutes	6:15 – 6:30
Transportation & Safety Report**	Karin	15 minutes	6:30 – 6:45
Election of Board members	Greg	15 minutes	6:45 – 7:00
Vote on Dues Increase	Ethan	5 minutes	7:00 – 7:05
Close***	Ethan	10 minutes	7:05 – 7:15
Dinner & community conversation	All	30 minutes	7:15 – 7:45

* Include introduction of current board members, special thanks to Scott Bishop our webmaster and Jacob for re-hosting the website, ask David for Treasurer's Report (maybe 1 or 2 minutes) ... plus whatever else from Land Use, Social & Rec. & Communications that should be mentioned *by Ethan* in 15-minute timeframe.

** Include report on grants and need for grant manager.

*** Seems there was more time than needed here. This was to reinforce need for committee sign ups. Depending on how much time is available perhaps we could ask for topics/projects from the audience that they'd like the new board to consider in 2007.

9. Commitments (plus Annual meeting preparations noted above) –

- Tom – Chris Hawkins e-mail to Barb. Russ's e-mail to Ethan. **Draft letter to Sam Bradley. Send thank you letter to Lyle (cc to city). Check with association presidents at next meeting on 501C4 status and event liability insurance.**
- Ethan – Set up meeting of Marla and Jacob to transfer current NWONA e-mails to list-serve on website.
- Greg – **Thank you letter to San Francisco Bakery and Batdorf & Bronson for plant swap treats.**
- Marla – Copy member database and all communications to CD for next secretary. **E-mail to members re Initiative 933. Letter to members re participation. Post agenda on website. Check with city staff on website access.**

10. Meeting Review and Next Meeting – Meeting adjourned at 8:40. The next board meeting, first meeting of the new board, is tentatively scheduled for Monday, November 20 at 6:30 p.m. at Marla's home. The new board can confirm this schedule after Oct. 23 elections.