

# **Friends of Del Cerro (FODC)**

## **Minutes December 28, 2016**

Attendance: Mark Rawlings, Melissa Palacios, Glenn Thomas, Mike Kociela, Christine Kociela, Jackie O'Conner

Absent: Mardine Davis, Bonnie Kenk

Excused: Jeri Deneen, Jane Klofkorn, Mary Roberts

1. Call meeting to Order: 6:41pm

2. Approval of Agenda: Approved without objection.

3. Approval of the FODC November 14th, 2016 Meeting Minutes: Approved without objection.

4. Officers Report

- Chair Report – Mark Rawlins
  - Discussion regarding distinction between MAD and FODC
  - Proposal that once we have the January 12th meeting, FODC move to monthly meeting.
  - A monthly committee meeting dedicated to promoting MAD will be started.
- Vice Chair Report – Melissa Palacios
  - Bylaws update - two items remained to be finalized for the draft. Mary working on researching.
    - Agree to send out draft to group to solicit responses.
    - Need draft bylaws for MAD. Will draft and remove.
- Treasurer Report – Bonnie Kenk
  - Deferred.

6. Status of Action items

- Glenn & Mary are working on a 3 minute video script 1 for MAD and one for FODC
  - No updates.
- Mark will schedule an information meeting of FODC and DCAC.
  - Pending due to holidays.
- Mark will reach out to Shawn to see if he is still interested in helping.
  - Left several message no response. Completed.
- Mark will provide a list of City approved advisors (to who) who were involved with the Maintenance Assessment District before FODC was formed.
  - Completed.

- Mike will revise and update the Jan 12th presentation to have ready for next meeting.
  - In progress

## 7. New Business

- 2017 Calendar of events Planning
  - Brainstorming open regarding FODC. Monthly planning sheet provided by Mark. Request feedback.

## 8. Old Business:

- January 12<sup>th</sup> Community Meeting Preps
  - Run through of Show agenda provided and reviewed
  - Meet in library at Temple Emanu El at 6:30pm on January 9th for practice run of presentation
  - Need volunteers for January 12th
    - 2 greeters-Glenn and Angelic (Mike recommendation)
    - Sign in - Kathy and Dianna
    - Sign up sheet volunteer support list - Melissa
    - 3x5 cards and manage the collection/sorting - Mary and Jackie
    - Refreshments - Christine
  - Mike reviewed presentation. Will send out once completed for review.
  - Items needed for the meeting:
    - 3x5 cards - Melissa
    - Pens and pencils - Mark
    - Temperature - Cold
    - Sound system/Music - Mike
    - Informational board-Not needed
    - Name Tags- Mike
  - Meeting will be in the big room
  - Boundaries of MAD required. Mark will send updated boundaries to Mike.

## 9. Committee Reports:

- Marketing Committee – Mike & Christine Kociela
- Finance Committee – Bonnie Kenk
  - a. Glenn suggests some strategic thought around fundraising.
  - b. All agreed we need a fundraising committee and director.
- Membership Development Committee - Glenn Thomas
- Special Benefits Committee - Jackie O'Conner/ Mary Roberts
  - a. Microdistrict money available. Just need to apply.
  - b. Application needs to show what we plan to do with funds and how we will allocated by June.
  - c. Mark suggested to talk to Carol regarding event sponsorship planning.

- Bylaws Committee – Melissa Palacios
  - a. Update above
- Maintenance Assessment Formation Committee – Mark Rawlins
  - a. Update above
- Volunteer Committee – (TBD)
  - a. Deferred
- Fundraising/ Sponsorship/ Grant Committee (TBD)
  - a. Deferred

10. Recap Motions/ New Actions

- Mark will review board members lists submitted to City and Bonnie for 501c3 to ensure it's updated.
- Request update from Bonnie regarding whether D&O insurance in place for board. Are we covered by City-Jackie will check with City.
- Request Bonnie to please circulate terms and conditions of the D&O insurance.
- Glenn to provide Debra Scott contact information to Christine for food donations for Jan 12th meeting.
- Jackie will ask City if we can record the Jan 12th meeting.
- Mark will send updated boundaries list to Mike for the presentation.

11. Upcoming Meeting dates:

- Jan 9th @ 6:30pm - Practice run of the presentation in library.
- Jan 12th @ 6:30pm - Community Meeting in main room. Request that Board members there at 5pm to set up.
- Jan 25th @ 6:30pm - Next Board Meeting at Glenn Thomas home

12. Adjourn: 8:34pm

Respectfully submitted:

Melissa L. Palacios

Vice-Chair FODC

December 29, 2016