

Friends of Del Cerro (FODC)

Minutes January 25, 2017

Attendance: Melissa Palacios, Glenn Thomas, Bonnie Kenk, Mike Kociela, Christine Kociela, Jackie O'Conner, Jeri Deneen, Jane Klofkorn

Absent: Mardine Davis,

Excused: Mark Rawlings, Mary Roberts

1. Call meeting to Order: 6:41pm
2. Approval of Agenda: Approved without objection.
3. Approval of the FODC December 28th, 2016 Meeting Minutes: Approved without objection.

4. Officers Report

Chair Report — Mark Rawlings

- Absent

Vice Chair Report — Melissa Palacios

- Discussed to continue meeting on a 2-week basis until FODC is well established.
- Discussed and determined to follow Robert's Rule of Order with internal functioning under Brown Act

Treasurer Report — Bonnie Kenk

- Bank account contains \$750.00
- No additional updates

Membership List Director Report — Bonnie Kenk

5. Committee Reports:

Marketing Committee — Mike and Christine Kociela

- Website updates are progressing and should be completed soon
- Goal for the Web Site is \$1000 likes

Finance Committee — Bonnie Kenk

- Bank account balance \$750.00

Membership Development Committee — Glenn Thomas

- Mr. McSweeney's Role was discussed. He does not have interest in being on the board but is interested in participating on some level that needs to be determined.
- Determined membership can change as needed
- Noted that the FODC hasn't voted on an advisor's group. This group needs to be made up of individuals that represent all the different areas of Del Cerro
- Keep new membership going

Special Benefits Committee — Jackie O'Conner / Mary Roberts / Jane Kloforn

- Microdistrict grant comes out in February. This grant value between \$8000.00 - \$8500.00 and needs to be spent by June. It needs to be determined what the grant could fund prior to filling out the application. A plant sale was noted as a possibility. Jackie will get the grant application and FODC will decide once the committee has had a chance to review.

ByLaws Committee — Melissa Palacios

- Bylaws update – Jackie and Mary are continuing to work on finalizing draft.
 - Group needs to review
 - Next step is the Engineering Report, once enough signatures then goes to vote
 - Jackie estimating it will take 1 to 2 more meetings to finalize
 - The ByLaws will need legal review in the future
 - MAD does not need to operate under a separate set of ByLaws

Maintenance Assessment Formation Committee — Mark Rawlings

- Drafting letter for support from the City to start the Engineer's report (Paul comes back on the 31st of January)
- Briefing DCAC on the status of the MAD (26 January)

Volunteer Committee — TBD

- Tabled

Fundraising/Soibship/Grant Committee — TBD

- Tabled

6. Status of Action items

- Glenn & Mary are working on a 3-minute video script 1 for MAD and one for FODC
 - Tabled
- Mark will schedule an information meeting of FODC and DCAC
 - Brainstorming continued regarding FODC. Committee discussed distinction between DAC and FODC.
Discussed a need to attend each meeting on a casual/guest basis in order to establish a distinction between groups, gain public support, and acquire additional funding and momentum for both groups.
- Melissa to scan and uploaded to web site 501C3, Articles of Incorporation and updated board members list
- Jackie to contact insurance rep. for D&O insurance policy
- Bylaws needs to be approved by membership and board following with a vote ASAP
- Mike to update web site and add the Safety Information from the Bylaws
- Jeri to work on a design for a Del Cerro logo
- Discussion regarding FODC lawn signs. Board Members to order and pay for an individual sign for personal yards. Additional signs needed for all prominent corners in the FODC district
- Post on FODC website order form for community to also order signs

7. New Business

- Differentiate between “Projects” and “Action Items”
- Action Items stay on the list until complete
- Reminder that election to be held in May. Looking to expand the Board in the future. Currently operating under an interim board
- Secretary role position to separate into 2 positions: Recording Secretary and Correspondence Secretary following Robert’s Rule of Order
- Membership benefits will be granted for Founding Members

8. Old Business

- Review of Public Meeting held on 01.12.17. All present agreed the meeting was a success and Mike was key to the success. Good City feedback and the App “Next Door” had no negative feedback from the meeting.

9. Recap Motions/ New Actions

- Bylaws update – Jackie and Mary are continuing to work on finalizing draft. Group to review
- Jackie to get the Microdistrict grant application
- Mark will schedule an information meeting of FODC and DCAC

- Melissa to scan and uploaded to web site 501C3, Articles of Incorporation and updated board members list
- Jackie to contact insurance rep. for D&O insurance policy
- Bylaws needs to be approved by membership and board following with a vote ASAP
- Mike to update web site and add the Safety Information from the Bylaws
- Jeri to work on a design for a Del Cerro logo
- Lawn signs need to be designed, ordered and order form to be uploaded to website
- Request update from Bonnie regarding D&O insurance in place for board. Jackie to check with City if covered
- Request Bonnie to please circulate terms and conditions of the D&O insurance

10. Upcoming Meeting dates

- February 8th @ 6:30pm — Next Board Meeting at Glenn Thomas home

11. Adjourn: 8:34pm

Respectfully submitted:

Melissa L. Palacios

Vice-Chair FODC

Jeri Deneen

Secretary

January 31, 2017