

Minutes of the NHIA meeting October 18, 2016

New Hope Improvement Association
4014 Whitfield Road
Chapel Hill, NC 27514
Minutes of the Board of Directors' Meeting

Date: Tuesday, October 18, 2016

Called to order: 7:10 p.m. Adjourned: 8:35 p.m.

Location: New Hope Improvement Association Building

Note taker: Suzanne Sauter

Attendees: Gail Boyarsky, Alison Windram, Walter Fowler, James Worrell, Mike Doub, Steve Herman, Suzanne Sauter, Ed Tostanoski, Ann Williams

Minutes in the order of Agendum items.

Minutes of the August Board Meeting were not read since they were posted online at the Association blog site. <https://www.newhopeimprovement.com/blog/>. Note that minutes from the September Membership Meeting are also posted on the NHIA blog.

1) Report of Officers:

a) President welcomed the Board to the meeting.

b) Treasurer's Report and Discussion:

- i) Treasurer received dues from 22 members in response to September appeal to former members.
- ii) Balances in accounts remain about the same.
- iii) Building rentals have increased. Income \$350 in September.
- iv) Money received from new sponsor for Turkey Run, New Hope Animal Hospital, Soren Windram, DVM. Expenses for the Turkey Run included obtaining new posts for signs, and printing t-shirts.

c) President's Remarks:

- i) The President has had sole responsibility for NHIA building rental and the task has become too burdensome since the number of days that building has been rented has increased. Most renters are paying in cash and have no checking accounts. So refunds must be handled by money order. More below under Building Rental.
- ii) Pizza for the September Membership Meeting was helpful. This will be repeated for the November Membership meeting

2) Committee Reports

a) Membership Committee

- i) 22 persons who were past members responded to appeal.
- ii) Membership application forms need to be made available at all events at the NHIA Building including the upcoming Turkey Run.
- iii) Membership forms need to be updated BEFORE January 1 when the appeal for payment of 2017 dues is made.

b) Communications Committee

- i) Communications for the upcoming Turkey Run needs to be in place. Walter Fowler has already communicated with Community Sports News. Other outlets needing contact include WCHL-Chapelboro, newspapers. Information needs to be posted on NHIA website and on NHIA Facebook. Communications Committee members need to assist with this.
- ii) Outgoing communication to membership is using "MailChimp." Need to consider developing a listserv so that members can communicate with officers and other members to widen the participation in event planning and volunteering for events. A listserv could also be used to propose future events. "Mail Chimp" is a top-down form of communication. Need a membership to Board way to improve sharing of ideas and information about events.
- iii) The Secretary has functioned as Communications Committee chair. With the resignation of the Secretary, the Committee has been without a chair. Thus, there have been no newsletters since April. Diane Doub had been composing and publishing the newsletters. Need a newsletter to report on the results of the Turkey Run and NHIA elections in November.

c) Building Rental ad hoc Committee

- i) Building rentals have increased. There have been sixteen rentals since March and five more events scheduled before the end of the year.
- ii) Keeping the building, bathrooms, and kitchen clean is also a problem. President Boyarsky had building cleaned professionally at a cost of \$390 on September 29th. Additionally, the President has had to be at the building almost daily to tackle issues related to building rental.
- iii) **Motion** made by Ed Tostanoski and seconded. Moved that Mike Doub look into a building management company that could take care of the details of building rental and cleaning. Motion carried without dissent. [Subsequently, Mike. Doub was unable to locate a management company.]

d) Building and Grounds Committee

- i) **Motion** made by Mike Doub and seconded by Ed Tostanoski. It was moved that a lockbox be obtained for the office door. Motion passed without dissent.
 - ii) President Gail Boyarsky offered to make more office door keys for Board Members if those were needed.
 - iii) Problems with water and septic system were discussed without resolution. The president has been contacting the Fire Chief, Mike Tapp about issues relating to water and septic system. The president has been contacting Steve Herman about other building maintenance.
 - iv) The well sleeving work has not yet been done, and it is unclear what the time frame is for its completion. It was reported that Mike Tapp plans to follow up with the contractor to complete this work, the completion of which should resolve our problems with water quality. An additional concern was raised as to whether pumping out the septic tank is needed at the present time. Should the septic system maintenance should be done as needed or on a schedule? No resolution was reached, and the matter will be pursued by the Building Committee, along with the related question of how to resolve the inadequacies of the building's original septic system given the additional waste water discharge associated with expanded Fire Department operations, and frequent NHIA building use. The cost of a County-approved septic field replacement was said to be in the \$30-35K range, but it is unclear whether this is a specific estimate for the required work or just an approximation.
 - v) Mr. Steve Herman has offered to make a sign for the New Hope Improvement Association that would hang across the front porch. The sign would be made out of salvaged and scrap lumber. The sign would include the name of the Association and its date of establishment, 1969.
 - vi) **Motion** for the sign was made by Walter Fowler and second. It was moved that Mr. Herman's proposal be accepted with a request that he let the Board Members know about the progress in making the sign. Motion carried without dissent. [Subsequent to these minutes. The sign was completed and is now hanging over the entrance.]
 - vii) Discussion of planting and shrubs for the east side entrance was postponed to a later meeting.
- e) Bylaws ad hoc Committee
- i) **Motion** was made by Walter Fowler and seconded by Ann Williams. Moved that the draft versions of the Bylaws and the Standing Rules dated September 22,

2016 be approved. Board of Directors for the NHIA voted for the approval of both the draft versions of the Bylaws and the Standing Rules without dissent.

- ii) The Bylaws are forwarded to the Membership for a vote at the Membership Meeting on November 15.
- f) Nominating Committee
 - i) Walter Fowler reported on the progress of the Nominating Committee to identify individuals who will run for office and members-at-large. Candidates are needed for Secretary and Treasurer, and Members-At-Large.
 - ii) The number of member-at-large open positions was discussed. The Nominating Committee is working under the old Bylaws. In anticipation of the approval of new Bylaws, it seemed reasonable to vote for candidates for the same number of Member-At-Large positions as needed under the draft Bylaws. **Motion** made by Mike Doub and seconded by James Worrell. Moved that the number of Member-At-Large positions be the same as the number under the draft Bylaws.
 - iii) The number of Member-At-Large positions to be filled include: 3 positions with two-year terms and one position for a one year term because of a resignation.
 - iv) Brief discussion ensued about how to ballot for Bylaws and Officers.
- g) Events Planning Committee
 - i) Two upcoming events need attention: The Turkey Run on November 12, 2016 and the Annual Membership meeting on November, 15, 2016.
 - ii) It was noted that the building is the site of Paterson Precinct for Orange County.
- 3) Board of Directors meeting.
 - a) Next meeting will be scheduled in January, tentatively January 24, 2017.
- 4) There being no new business, the meeting adjourned.