

New Hope Improvement Association  
Board Meeting Minutes  
April 18, 2017

Present: Gail Boyarsky (President), Alison Windram (Vice President), Lindsay Carroll (Treasurer), Suzanne Sauter (Secretary), Walter Fowler, Alice Freeland, Steve Herman, Kay Tapp, Ed Tostanoski, Jim Worrell  
Chief Mike Tapp, New Hope Volunteer Fire Department  
Guests: Larry Freeland, Howard Pratt

**Call to Order**

The President called the meeting to order at 7:05 pm.

**President's Report**

Gail Boyarsky, President, reported:

- There is a lock box for office key in the utility closet.
- Need to develop a system of keeping track of members who express specific volunteer interest.
  - For time being, Lindsay Carroll to report to Gail Boyarsky if renewal forms indicate volunteer interests.
- Proposal received for cleaning the NHIA building. Cost of “deep cleaning” of kitchen, bathrooms and hall would be \$150 and then \$80 for each cleaning.

**Motion:** Steve Herman moved acceptance of this proposal. Alison Windram seconded. **Discussion:** Even though rentals are supposed to clean up after themselves, building still needs to be cleaned about once a month or after every 8-10 rentals. This would amount to about 10 percent of rental income.

**Vote:** Motion passed without dissent.

**Treasurer's Report**

Lindsay Carroll, Treasurer, reported:

- Balances: Checking \$28,414.74 and \$12,284.37 in Money Market accounts.
- Cost of the Country Breakfast on April 1 was \$587.57. The gross receipts were \$1653.00. The NHIA share was \$532.72. The other half of the net receipts went to the NHVFD.

- Dues were received for January 1-March 31, but apparently, some confusion exists as to due date for payment.
- Kay Tapp will send out e-mail to members who have not renewed for 2017 and recent members who have not renewed that dues for 2017 are now past due.
- IRS assigned EIN 30-0967682. Copy of IRS letter is available for review.

### **Fire Chief's Report**

Mike Tapp reported in three items.

- Mike Tapp introduced Howard Pratt, President of the New Hope Volunteer Fire Department Board of Directors.
- New Hope Volunteer Fire Department needs volunteers especially during the daytime hours as well as members who live in the area.
  - Plan of action: Gail Boyarsky and members of the Communications Committee volunteered to post information about the needs of the fire department on its website. Mike Tapp to provide information about the need for volunteers, not all of whom need to be firefighters with EMT qualifications.
- Quality Water has rebuilt and installed water filtration system and water softening system. About \$1650 in work was donated to the NHVFD. Addition work to upgrade the well system about \$4300. Total cost of well repair and water quality work now totals about \$7000 or so.

**Motion:** Jim Worrell made the motion and Walter Fowler seconded. It was moved that the New Hope Improvement Association pay 50 percent of the cost for repair of water and well system.

**Vote:** The motion carried unanimously.

### **Communications Committee**

- Online notices sent to membership and recent members about the upcoming bird hike with David Anderson on Saturday, April 22 at 8 AM at the Hollow Rock Nature Park.
  - Event posted on NextDoor New Hope West and neighboring neighborhoods website. Posting under events is preferable.
  - Event notices sent by MailChimp to members and recent members.
- Reminder about non-payment of dues. See above.

- Comment that flyers sent to local churches (Mt. Moriah Baptist, Mt. Sinai Baptist, New Hope Presbyterian, church on Sunrise Rd), senior centers (Passmore Center & Seymour Center), library (Orange County Main) and retailers such as grocery stores and local merchants was not done this year for Country Breakfast.
  - No action taken now to address comments. Will be forwarded to Communication Committee for review.
- There is a need to identify individuals who are willing to post the messages from NHIA on listserv for Stoneridge-Sedgefield and Mt. Sinai road area, among others.
  - No action taken at this time to address comments. The Communication Committee will review.

### **Events Planning Committee**

- Country Breakfast on April 1 had a relatively small turn out with 141 adults and 14 children.
  - Comment on high cost of breakfast.
    - Option of donations accepted pricing was discussed without any action taken.
  - Comments about food selection:
    - No heart healthy options offered such as yogurt and fruit
    - Cheaper options such as pancakes and sausages
    - Missing items such as molasses, hot sauce, and red eye gravy
    - No changes or actions brought forward for review or vote at this meeting.
  - Comment that food temperature was too cold.
    - No action taken at this meeting to address issues including functioning of steam table if food not hot.
- Plan for summer events
  - Contact Dan Derby, Superintendent Orange County Parks, about a talk on Hollow Rock and Blackwood Farm Parks. Tentative date of Tuesday, May 16 at 7p.m.
  - Contact David Southern, Duke University Press editor and author, about a talk on colonial New Hope or later history of Patterson township area.
- Ice cream social for July 16<sup>th</sup>
  - Porch Climbers will play, arranged by Gail Boyarsky.
  - Bouncy house rental by Gail Boyarsky.
  - Ice cream, toppings, supplies by Suzanne Sauter

### **Ad hoc Building Rental Committee**

Gail Boyarsky and Ed Tostanosky reported:

- Lock box combination change discussed, but consensus was that there is currently no need to change number.
- Sunday morning worship group has met for six weeks and plans to continue renting for at least 3 months in total.
- Building rented nearly every Saturday and Sunday except for scheduled events such as Ice Cream Social and Orange County elections.
- Our schedule of costs for building rental does not include half-day rental. No compelling reasons presented for change from current schedule with full day and shorter meeting options.
- Some confusion persists as to access to key and other issues resulting in telephone calls to Gail Boyarsky

### **Ad hoc Building and Grounds Committee Report**

Steve Herman reported:

- Inspection of roof and attic after leak noticed in kitchen, revealed that there was a small area of loose shingles with missing nails. This was repaired with roofing cement for a cost of \$13. Roof and insulation in attic appear to be in excellent condition.
- Repair to sheet rock damage in kitchen once it is certain that leak problem is solved and sheet rock can properly dry. Mike Tapp offered to make the sheet rock repair in kitchen.
- Shades are needed on windows, especially south facing windows.

**Motion:** Made by Kay Tapp and seconded by Ed Tostanosky. It was moved that Steve Herman be authorized to find window shades that coordinate with the paneling in the meeting room and kitchen for up to \$400.

**Vote:** Motion carried without dissent

- The florescent lighting in the assembly room and kitchen is problematic since the T12 bulbs used in the fixtures with magnetic ballasts are no longer made. The options are to replace the ballasts in current fixtures or to replace the light fixtures. With LED lighting, it should be possible to use shorter fixtures (4 ft. instead of 6 foot) and fewer fixtures.
- There is no ability now to regulate light level using a dimmer.

**Motion:** Made by Walter Fowler and seconded by Steve Herman. James Worrell will look into LED lighting replacement bulbs and/or fixtures and/or need for change in wiring or ballasts for main room and kitchen with help of lighting specialist. Jim will present a report on available designs and costs on or before the June 20<sup>th</sup> Board meeting.

**Vote:** Motion carried without dissent.

- Landscaping of east front of NHIA building
  - Subcommittee of Building and Grounds
  - Need a plan for what steps will be needed beginning with the removal of the yew bushes.
  - Avail ourselves of outside expertise such as the commercial company, Unique Plant, or consultants such as Kathy Humphries, consultant for perennial plants at the University of North Carolina, Chapel Hill.
  - Members of NHIA may offer significant expertise as well.
- Cedar fence on south side of building below handicapped ramp and around retaining wall is down and needs to be removed.
  - Need to determine what sort of barrier or guard fencing is required around edge of retaining wall since there is a drop from the top of the wall to the fire station level. Need to know cost of replacement barrier fencing.
  - Cedar fence on north side of building may not form an adequate barrier given the drop from that retaining wall to the fire station level. Need to determine what is required and cost.
  - Plan work day in near future.

**Lease between New Hope Improvement Association and New Hope Volunteer Fire Department**

- The current lease expires in about three years, 2020 or 2021.
- There may be issues with adequacy and compliance with the current lease.

**Motion:** Made by Walter Fowler and seconded by Ed Tostanosky. Resolved that Alison Windram on behalf of the Association meet with Howard Pratt on behalf of the Fire Department to identify issues with current lease and bring forward some proposals to address these issues and concerns by the June 20<sup>th</sup> Board Meeting.

**Vote:** Motion carried without dissent.

**Meeting adjourned**

Gail Boyarsky closed the meeting at 8:32 p.m.

See attachment.

## Committee Membership for 2016

### Nominating Committee

Walter Fowler (Member-at-large)	Kay Tapp (M-a-L)
Ed Tostanoski (M-a-L)	Larry Freeland
James Worrell (M-a-L)	Nancy Barber

### Communication Committee

Alison Windram, Chair	Walter Fowler
Suzanne Sauter, Vice-Chair, pro tempore	Margaret McCann, Facebook manager
Lindsay Carroll, webmaster	Kay Tapp
Mike Doub	Ed Tostanoski

### Events Planning

Gail Boyarsky	
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### Ad Hoc Building Rental Committee

Gail Boyarsky	
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### Ad Hoc Building and Grounds Committee

Steve Herman, Chair	Board members and members as needed
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