

# **ADVISORY BOARD MEETING MINUTES**

**Tuesday, April 18, 2017 :: 4:00PM :: Smoke Tree Clubhouse**

## **Call to Order and Roll Call**

The meeting was called to order at 4:05 pm. Board members in attendance were Eric Chiel, Stan Sartor, Pam Keating, Larry Johnson, Jim High, Barb Scott, and Steve Lewis. A quorum of Board members was present at the beginning of the meeting.

## **Acceptance of the Agenda**

A motion was made and seconded to accept the agenda by vote.

*Vote: 7/0/0*

## **Public Comments**

There were no public comments.

## **Updates**

Before addressing the primary purpose of this meeting today, which is the election of officers, several members asked if they could make brief updates on pending matters. It was agreed to do this first.

### Annual Meeting--

Eric Chiel reported that over 80 people had attended the Annual Membership meeting earlier this month. This is our largest general meeting to date. Everyone agreed that the venue at the Ocotillo Lodge Clubhouse was a big success, and that people enjoyed the time after the meeting socializing over the boxed lunches. Given the very ambitious agenda, one concern several board members expressed was that there was not more time for input from the membership on several pending items.

Larry Johnson reported that 17 safety vests were distributed at the meeting. To date, around 90 vests have been given out leaving only a few on hand, mostly larger sizes. He said we will need to discuss at a later meeting if we wish to continue this Neighborhood Initiative will additional funding in 2017.

### Monuments Signs--

Stan Sartor reported that we need to move forward on this Initiative. He said he will be exploring potential sites and further refining the design and costs. He said that Eric had offered to contact the City to see what procedures and regulations may govern the placement of signs.

Larry Johnson said that Joyce Bebrezeni was available after the meeting adjourned to show us a possible location site for one of the proposed Monument Signs near the corner of La Verne and Twin Palms. Several members expressed interesting in meeting with Joyce and looking at the possible location.

### Ocotillo Lodge Storage Rental Agreement--

Copies of a proposed Rental Agreement with the Ocotillo Lodge were distributed and discussed by the

Board. We are proposing to rent space for \$30 a month for a year. We need a place to store our equipment and other materials. The Board approved the agreement, and Larry Johnson offered to present the proposed agreement to the Ocotillo Lodge Board President and handle the negotiations.

### Website--

Larry Johnson reported that we are finally ready to begin the development of our website. He will be meeting with the web designer with the next 2 weeks. Both Jim High and Steve Lewis offered to provide feedback on the initial design and functionality. Eric Chiel will be providing much of the documents and pictures now on his computer to the web designer.

### Fire Station Renovation--

Larry Johnson reported that he had talked with both the Fire Chief and the architectural firm working on the renovation of Fire Station 4. He said that he was told that the final plans are in development and that the project should be going out to bid this summer. The hope is to be ready to break ground by the end of the year.

### **Election of Officers**

The TPNO By Laws state the newly elected Board members will meet within 30 days to elect officers and then notify the membership of their choices.

Before beginning this process, new members, per Article VII, Section 15 of our By laws, were asked to sign a copy of the bylaws there by indicating they had read the By-Laws. Both new members did so.

Before asking for nominations or self nominations, the Board reviewed the roles and responsibilities of the 5 officer positions as outlined in Article VIII. It was noted that officers are elected to serve a one-year term with no term limits. It was suggested that we start with self nominations.

To get the process started, Larry Johnson said that he was willing to again serve as Treasurer. It was M/S/C to elect Larry Johnson as Treasurer.

*Vote: 6/0/1*

Jim High said that he was willing to serve as the Communications Officer. It was M/S/C to elect Jim High as Communications Officer.

*Vote: 6/0/1*

Barb Scott said that she was willing to serve again as the Secretary. It was M/S/C to elect Barb Scott as Secretary.

*Vote 6/0/1*

Since no one volunteered to serve as Chair or Vice Chair, the Board discussed how to best fill these positions. The Board reviewed in more detail the duties and responsibilities of these positions as outlined in the By-Laws. Eric and Stan were asked to share their perspectives on what these positions required in terms of time and the historical duties of each position not spelled out in the By-Laws.

Pam Keating nominated Stan Sartor to serve as Chair. He declined stating he wanted to continue to focus his attention in the next year on the Modernism Tour and Monument Signs Initiative.

Larry Johnson said he thought we needed to consider moving to a more collective style of leadership in which the duties of these 2 positions were distributed out to several members. In order to do that, he said he thought we first needed to determine what duties Board members were willing to volunteer to undertake in the coming year. He distributed copies of his list of 2017-2018 activities that he was willing to undertake.

He suggested that each member develop their own list and that we share these lists at the next meeting. He asked Eric to share with us a list of all the duties that he understood, based on his experience, were currently the responsibility of the chair and or vice chair. We can then compare the list of tasks and see where the holes are.

Pam Keating said that it was equally important that we discuss our vision for the organization. What are our long term goals? How do we want to operate?

Stan Sartor said we should consider other leadership models like the Office of the President. He said he would be happy to discuss this model at our next meeting. All members were encourage to propose other leadership models.

It was agreed we need to look at what needs to be done, who is willing to do what, and how can we work together to met our goals and agree on our shared vision for the organization. At the same time, we need to deal with some very practical issues like who will sign letters for the organization, sign checks along with the Treasurer, or be the spokesperson for the organization for various audiences.

### **Public Comment**

There were no public comments.

### **Next Meeting Date**

It was agreed we needed to meet again in a few weeks to complete the discussion of how to share leadership responsibilities, and to move forward on other business including planning for the next membership meeting on August 12, 2017.

Since it was agreed that it was vital to have all members present, after a review of everyone's calender, the next meeting was set for Friday, May 12, 2017, at 3:00 pm, place to be determined.

### **Adjournment**

The meeting was adjourned at 5:20pm.