

# ADVISORY BOARD MEETING MINUTES

**Saturday, January 30, 2022 :: 3:00 PM:: Zoom Meeting**

**Call to Order and Roll Call** The meeting was called to order at 3:05 pm. Board members attending were Carol Munro, Tony Vardaro, Larry Johnson, Eric Chiel and Michele Johnson

**Acceptance of Agenda** The agenda was accepted as proposed.

## **ACTION ITEMS:**

**Review and approval of Minutes of October 30, 2021** It was M/S/C [Moved/Seconded/Carried] to approve the minutes as proposed with changes suggested by Eric Chiel to correct several misspellings and correct factual information related to his reports on the Krisel Exhibit, Preservation Matters Conference and Desert Water Agency.

## **Adoption of 2022 Budget**

Larry Johnson reported that the Finance Committee has prepared a proposed 2022 TPNO Budget for the Board's review and adoption. This budget is based on the actual 2022 beginning balance, past income and expenditure history, and anticipated income and expenses. He noted that the 2022 proposed budget was developed in three steps.

**Step 1** In terms of income, we carried over the \$598.46 in Krisel Donations leaving a beginning balance of \$36,128.82. These two line items equal the total carryover from 2021 of \$36,727.28.

In terms of expenditures, we first had to distribute the \$353.40 in actual income in excess of the projected income for 2021. \$14.00 was added to Misc. Printing/Postage and \$338.40 to the Membership line item. \$250 was also deleted from the Neighborhood History Project line item and transferred to the Membership Badges/Blade Sign line item.

**Step 2** In terms of new income for 2022, we project 1) \$800 in membership dues, 2) \$18,000 in 2022 Modernism Week net ticket sales, and 3) \$2,000 in other/Misc. Income.

In terms of expenditures, we suggested allocating the projected 2022 income as follows: 1) \$1,815.72 for Membership Meetings, 2) \$175 for Misc. Printing/Postage 3) \$250 for Membership Badges/Blade Signs, 4) \$2,000 for Equipment/Storage, 5) \$2,098.31 for Liability Insurance, 6) \$900 for Website maintenance, 7) \$245 for Recognition Awards, 8) \$5,500 for 2022 Modernism Tour, 9) \$1,000 for 2023 Modernism Tour, 10) \$2,000 for Community Grants, 11) \$950 for the Reserve Fund and 12) \$3,865.97 for Neighborhood Initiatives.

It was M/S/C to approve the 2022 TPNO Budget as proposed by the Finance Committee.

Larry reminded the Board that the budget is a living document. As we have done in the past, the Board always has the option to revise the 2022 budget later in the year if needed.

**Public Comments** None

## **Treasurer's Report**

### *December 31, 2021 Financial Statement*

Larry Johnson reviewed the year end December 31, 2021 Financial Report emailed in advance. Total income for 2021 was \$42,737.84. Expenditures totaled \$6,010.56, leaving a year-end balance of \$36,727.28.

Larry noted that now that we have adopted a 2022 budget, he will be able to start producing periodic Budget for 2022 vs. Actual Income and Expenditure Statements.

## **Communications/Marketing Plan**

The Board reviewed the updated timeline worksheet for communications efforts related to meetings, events and operations. Key upcoming events that will need to be publicized to the membership include the November General Membership Annual Meeting, any free walking tours for residents held this Spring, and the postponed General Membership Social Meeting.

### *Instagram Account Status*

Carol reported that we have still not received the necessary information from Ms. Metcalf to gain full access to the account. Hopefully that will happen soon. Carol Buckman has volunteered to take the lead in managing our Instagram Account, and hopes to start by posting pictures related to the 2022 Twin Palms Modernism Home Tour.

## **Reports/Updates (Projects, Committees, Tasks)**

### *Debrief of first Neighborhood Orientation Session 12-4-2021*

Eric Chiel provided an overview of our first Orientation Session for residents held at the Clubhouse at the Smoke Tree Tennis Club. 17 people attended including a ONE-PS Neighborhood Development representative. Many of them are new to the organization. Four current Board members were in attendance and participated in the presentations. Five participants submitted volunteer forms at the end of the meeting.

All Board members felt that this type of orientation session was a good idea and that we should do them on at least an annual basis. Eric was thanked for his leadership in pulling off this session.

### *2022 Modernism Week—Discuss status of Twin Palms Home Tour*

Larry Johnson and Carol Munro reported on the status of final preparations for the February 21, 2022 Modernism Tour. Everything seems to be on track. The brochure and the handout are virtual complete. Michele is working on recruiting a few more volunteers and making volunteer assignments. Plans for the Thank You party are going well. Carol said she is working with the vintage car owners on where to place the cars. She will be in contact with all the homeowners to be sure any concerns or issues are addressed. Larry said that he would be delivering all the supplies to the homeowner several days in advance. Eric said that he would be setting up the Kirsell Exhibit the day before the tour.

Larry Johnson reviewed the status of the Tour Budget. We are projecting \$18,000 in net ticket sales [all

300 tickets are sold] and the expenditures budget is \$5,500. The current projection is to come in at around \$12,500 in net income.

#### *Little Free Library—Update on new Neighborhood Initiative application*

Due to planning for the Modernism Tour, there was no new progress to report. Efforts to get bids and secure a location will resume this Spring.

#### *Update on free Fall neighborhood guided tours to Twin Palms residents*

Eric Chiel reported that he held 2 more Twin Palms guided tours free to residents in November on the 19<sup>th</sup> and 27<sup>th</sup>. Both were well attended, and participants were very appreciative and said they learned a lot about the neighborhood they live in that they never knew before. Eric said he would be conducting additional tours in 2022.

#### *Krisel Exhibit – Status for Modernism Week*

Eric reported that the Krisel Exhibit will be set up in the Clubhouse at Smoke Tree Tennis Club for the Twin Palms Modernism Tour. He said he is hoping that the second of the 2 newest panels will be ready by then. He said he is having some difficulties working with the vendor who is producing the panels in terms of the quality of the printing.

#### *Update on ONE-PS*

Eric gave a brief update on the activities of ONE-PS. For now, they have gone back to holding their meetings via zoom. Like everyone else, COVID had cause a number of challenges to the organization but they hope to get back to full steam in 2022.

#### *2022 Membership Campaign*

Larry reported that several members have already mailed in their \$25 2022 voluntary membership dues. The plan was to kick off the campaign at the General Membership Social Event scheduled for today, but postponed due to COVID. So the kickoff will now be at the Annual Meeting.

#### **Advisory Board current vacancies/Recruitment of Members —Next Steps**

Per the action taken by the Membership at the November 20, 2021 General Membership meeting, the terms of all current members will end at the Annual meeting. Everyone interested in continuing on the Board will need to put their name up for election. Each person will need to submit a short 100 to 150 Candidate Statement. Tony Vardaro offered to take the lead to collect and collate these statements.

Per the current By-Laws, members are elected to the Board for a 2-year term. In the event a member leaves the Board, the Board has the authority to replace that person to fill out the remainder of the departing member's term. Members appointed by the Board must be presented at the next General membership meeting for a vote of concurrence by the general membership.

Carol Munro asked if we should consider staggered terms of office. No decision was made, but it was agreed to discuss the pros and cons of such a change at a future meeting.

Larry reported that Jeffrey Burnell had indicated he would like to run for office. He has been very active over the past year in a number of TPNO activities. All Advisory Board members were encouraged to identify other people who we might want to encourage to run for the Board.

### **Planning for Spring General Membership Annual Meeting**

Larry Johnson started the discussion of planning for our General membership Annual meeting. After discussing several dates, the meeting was tentatively set for April 2, 2022 at 10:00 am at Ocotillo Lodge, subject to Tony and Michele securing access to the clubhouse at the Ocotillo Lodge.

The City requires all neighborhood organizations to send out paper mailings to all neighborhood residents 30 days prior to all annual meeting where elections will be held. This means we need to prepare the mailing by early March. The City pays for the postage. Larry reviewed the steps involved in the mailing including securing address labels, printing the invitations, and stuffing the 550+ envelopes.

The Board also discussed other ways to promote attendance including Next Door, Email, and personal invitations.

Everyone wishing to remain on the Board will need to run for reelection. While the standard term is two years, members were reminded that they have the option to resign from the Board at any time during their term. At the meeting, everyone running for office will have the opportunity to make short remarks. There will be a written ballot as required by our By-laws.

The Board discussed other agenda items. Larry suggested a possible speaker who has recently published articles on Palm Springs Mid Century architecture. Eric agreed to contact him to see if he was available. Given the strong neighborhood concerns about safety and crime, having our Police liaison representative was also suggested. Other agenda items would include a report on the 2022 Twin Palms Modernism Tour, and other current and future activities. Catering will again be by Aspen Mills with water and pastries at registration and boxed lunches provided after the formal meeting.

### **Planning for the Social Membership Meeting in early 2022**

Larry Johnson said they we need to set a new date for the Postponed General Membership Social meeting. Given the upcoming Modernism Tour, and then the Annual meeting, he suggested that we set the new date for Saturday, April 30, 2022 at 1:00 pm. Hopefully the weather will be good at that time and not too hot. He will contact the Twin Palms HOA to be sure this new date is OK with them. We can finalize the date at our next meeting

### **Next Meetings**

**Advisory Board** After discussing several dates, the Board set the next meeting for Saturday, March 5, 2022. [Note: Latter rescheduled to Friday, March 11, 2022.]

**Next General Membership Meeting** Set for April 2, 2022

### **Adjournment**

The meeting was adjourned at 5:01 pm.

ApprovedAdboardminutes1-30-22