

ADVISORY BOARD MEETING MINUTES

Thursday, June 2, 2022 :: 4:00 PM :: Carol's House

Call to Order and Roll Call The meeting was called to order at 4:09 pm. Board members attending were Carol Munro, Tony Vardaro, Larry Johnson, Jeff Hoffman, Michele Johnson, and Jeffery Burnell.

Acceptance of Agenda The agenda was accepted as proposed.

Review and approval of Minutes of April 21, 2022 It was **Moved/Seconded/Carried** to approve the minutes as proposed.

Public Comments None

Treasurer's Report

The May 25, 2022 Financial Statement was emailed in advance. Total income to date for 2022 was \$57,729.78. Expenditures totaled \$10,047.97, leaving a balance of \$47,681.81.

Larry Johnson, Finance Committee Chair, reviewed the changes being recommended by the Finance Committee to the 2022 Budget (approved on January 30, 2022) to respond to changing costs and proposed new expenditures. The two proposed increases in Budget line items total \$670. This includes adding \$250 to Misc. Printing/Postage to cover increased costs for our P.O. Box and printing of new checks, and adding \$420 for a new line item for Communications Contracts. This line item would cover the annual costs of purchasing our own TPNO Zoom Account and Constant Contact Account, and a 5-year renewal of our internet registration for our TwinPalmsPS.org internet name.

To cover the cost of the \$670 in additions to the budget, the Modernism Tour 2022 line item would be reduced by \$670. Since expenses for the 2022 tour came in \$716.47 under budget, this reduction would still leave an unspent balance of \$46.47.

After discussion, it was **Moved/Seconded/Carried** to approved the proposed changes to the TPNO Budget for 2022.

Larry reported that he had gone to our Bank to review the steps they required to add additional check signers. At the last meeting we passed a motion to add Jeffery Burnell as a check signer. With today's approval of the April 21st minutes, we can now proceed with the paperwork with the Bank. Larry said that he could not get a clear answer whether we can also add Carol Munro as a check signer per her chairperson's duties outlined in our by-laws. In case the bank decides

this is not sufficient, Larry suggested that we pass a formal motion today approving Carol as an approved check singer as called for by our By-laws. It was **Moved/Seconded/Carried** to approve Carol Munro as an approved check signer as specified in our By-Laws.

FY 22-23 Organizational Objectives *(emailed in advance)*

Review/update for FY 22-23

Carol said that it was important that we adopt a set of 2022-2023 TPNO Objectives. She said a 2020-2023 Objectives Worksheet was sent out to all the members in advance. It was agreed to go through each of the bullet items under each of the 4 major objectives.

Jeff Hoffman suggested that we delete "Select and present individual and Architectural Awards as appropriate". He said he felt this could lead to hard feeling among members. Larry reminded the Board that we have used these awards very judiciously over the past 8 years, and highlighted examples of benefits we had achieved with architectural awards to the renovated Fire Station #4 and the Ocotillo Lodge. It was agreed to delete this bullet as a formal objective, but retain the option to present awards where there was agreement it made sense.

It was agreed to combine "Maintain TPNO website", "Have an active presence on Next Door", and "Expand outreach to include Instagram and other applicable social media vehicles" into one comprehensive social media objective. It was further agreed to delete "Consider restarting Safety Vest Community Initiative" and "Review and pilot home and resident survey program".

Carol said she would make the changes and send a copy to Larry to post on our website.

It was **Moved/Seconded/Carried** to approve the FY 2022-2023 Organizational Objectives as amended.

Jeff Hoffman also suggested that we approach the homeowners where there are Twin Palms signage at both ends of Navajo. Maybe we could help with maintenance of these signs. Larry noted that we could do this as a Community Initiative. Jeff and Carol said they would do follow-up to see what might be possible.

Priority/work plan setting for FY 22-23

Carol said that now that we have an approved set of objectives for FY 22-23, we can now begin to develop more detailed timelines and workplans for accomplishing our key objectives.

Reports/Updates/Projects

Debrief April 30th social event

Carol gave a brief report on the social event. She thanked Larry for his leadership in planning

and implementing this event. She said that the feedback from the attendees had been very positive. Everyone loved the outdoor location, and despite the heat, it was comfortable under the shade of the cabana. Jeffery Burnell said that the feedback from the attendees from the Twin Palms HOA residents was also positive and was a good step in building a better connection between the neighborhood and the HOA residents.

Larry Johnson said that he was disappointed that the turnout was not larger, but that the event turned out to be fun for everyone who participated. Everyone enjoyed the selection of 9 ice cream flavors and assorted topping, and all the homemade cookies were delicious.

Communications/Marketing Plan

A worksheet for planning our FY 22-23 Annual calendar of meetings/events was emailed in advance. The Board briefly reviewed the worksheet and agreed it would be a useful document to use again this year to help plan meetings and events and to be able to see on one page the relationships between these activities.

2023 Modernism Week

Carol said it was already time to begin planning for the FY 2023 Modernism Week Tour. She shared that we need to be ready to submit to Modernism Week our homes for the tour by August 1st and our tour description for their website by September 1st.

The Board discussed ideas for possible homes and themes. A number of suggestions were made. It was agreed that we would include both Krisel and non-Krisel homes on the tour. Several members volunteered to do follow-up on homes.

Carol said that the 2023 Modernism Week tour will be the primary agenda item for our next Advisory Board meeting.

Little Free Library – next steps

Carol said that the latest version of the architectural drawings of the Little Library were sent out to all the members with today's meeting materials. She said that we are now ready to seek bids and develop a budget for this proposed Community Initiative. Larry distributed copies of the Bidding Request specs for the metal portion of the library. He said that we will then move forward with efforts to secure a location.

ONE-PS Update

Carol reported that she had attend the most recent ONE-PS meeting and that it was very informative. She said she would be out of town for the next meeting and encouraged other members to consider attending. Jeffery Burnell said he thought he could attend.

2022 Membership Campaign

Due to the need to focus on other more pressing agenda items, it was decided to table this item until our next meeting. The issue is how we want to proceed with soliciting dues in 2022. If we want a more formal campaign, then we need to develop a workplan and identify who is going to take the lead on the effort.

New Business

501 (c) 4 and Incorporation Process

Carol said that she had met with former Board member Eric Chiel who suggested that we revisit the idea of incorporating as a 501 (c) 4. Eric said that incorporation could have positive benefits for the organization.

Carol said that she thinks there are a number of benefits to incorporating and that we should move forward with this discussion. Larry said that he has a list of questions that he would like to have investigated, including hearing from other neighborhood organizations that have experience with being incorporated as a 501(c) 4.

Carol said that Eric has offered to lead a discussion session later this month to allow time for an in-depth discussion. It was agreed that this was a good idea. Members will be invited to attend once a date and time is set.

By-Laws/Advisory Board current vacancies/Recruitment of Members/Officers

Larry Johnson reminded the Board that we have 3 vacant Advisory Board positions that we need to fill. Due to the late hour, it was suggested that we discuss this at the next meeting.

Next Meetings

Advisory Board

After discussing several dates, the next meeting was set for Thursday, July 7, 2022 at 3:30 pm.

Next General Membership Meeting in the Fall

Carol suggested that we set the date of our Fall Membership meeting for Saturday, November 12, 2022. This will allow for better planning for the meeting agenda, and sufficient time to discuss and secure a venue. It was **Moved/Seconded/Approved** to approve November 12, 2022 as the date for our Fall general membership meeting.

Adjournment

The meeting was adjourned at 5:45 pm.