

ADVISORY BOARD MEETING MINUTES

Wednesday, January 18, 2023 :: 3:30 PM :: Carol's House

Call to Order and Roll Call The meeting was called to order at 3:34 pm. Board members in attendance were Carol Munro, Tony Vardaro, Jeff Hoffman, Jeffery Burnell, Larry Johnson, and Michele Johnson.

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

Review and Approval of Minutes It was **Moved/Seconded/Carried** to approved the minutes of the November 18, 2022 meeting as proposed with the correction that the date for the Sunday Modernism events at Camp is the 19th, and revising the paragraph related to the Modernism Week Thank You Party to better reflect the proposed follow up regarding the desired location.

Public Comment None

Communications Report

Jeffery Burnell updated the Board on ongoing efforts to communicate with our membership thru Facebook, Instagram and Next Door.

Jeffery reported that the software supporting our 5 year old website is no longer being supported by the developer and that we need to update the software supporting the site. He said Larry Johnson and he had been in contact with John, our website person. The cost to redo the site will be \$3,500. This amount has been included in the proposed 2023 Budget which the Board will be discussing later in the meeting.

Jeffery said that it is very common that websites need to be redone periodically in order to stay abreast with new technology. Once new software is selected and installed, the site will be more user friendly for making updates to the content. In addition to a more contemporary appearance, both he and John will be able to update the contents. Jeffery said he would keep the Board updated on the progress of the website conversion.

2023 Modernism Tour

Carol Munro said the focus of our discussion today is to update everyone on our current status and make sure we are on track for planning for the February 20, 2023 Twin Palms Home tour.

Budget review

Larry Johnson distributed copies of the updated 1-13-23 version of the Modernism Week Budget Worksheet. With the sell out of the 400 tickets, the projected income from ticket sales

is \$28,800 (400 tickets x \$72 net). Expenses are budgeted at \$5,725, with a net profit of \$23,075. Our only expense incurred to date is the \$300 for insurance.

Ocotillo Lodge Update

Tony Vardaro said that due to the ongoing repairs at the Ocotillo Lodge, we will not be able to hold our Tour registration in the Lobby and the Krisel Exhibit in the conference room. He said that we can set up registration under the portico and use their meeting room off the outdoor Tiki bar to set up the Krisel Exhibit. Larry said they we can set up our tent in the portico area to provide more cover for the registration desk. He also offered to provide the tent for the Ocotillo Lodge tour registration on Saturday.

Brochure

Jeffery reported that the cost of 500 brochures will be \$1,327 with a 3-day turnaround. Given the sell out of tickets, it was decided to order 600 brochures to ensure we have enough. That will add about \$250 in additional cost. He also said that the cost of the photographer was \$350, who took exterior and interior pictures of all 7 homes on the tour.

Jeffery showed the Board a copy of the draft brochure. Several minor corrections were suggested including adding all our social media links. He was thanked for his hard work on pulling all the pieces together for our brochure designer Hank.

Volunteers

Michele Johnson updated the Board on the status of volunteer recruitment. We currently have about 40 volunteers and need about 20 more. This is a dynamic process as everyday she is adding people and some people are dropped out. She was thanked for her tireless efforts to secure the volunteers we need to pull off the tour.

Thank Your Party

It was agreed to have Michele Johnson approach Hung Fan and Michael Feldman about hosting the Volunteer Thank You Party at their home on Anza. The outdoor areas have been recently redone and would make for a beautiful setting for the Party.

Supplies

Larry reported that all the tour supplies have are will be ordered soon. He said he would be putting together the bags with the brochure and supplies for all the volunteers, homeowners, and car owners. He offered to pre delivery all the materials for the homeowners and the car owners.

Cars

Carol said that she has secured 9 vintage cars to be on display at the tour homes.

Other

Carol reported that we will be adding 20 tickets for last minute sales. The tickets will appear on the Modernism Website about 24 hours before the start of the tour.

Tony said he was researching books about Palm Springs as gifts for the homeowners. One idea is a Shag book. He will keep the board updated so a final selection can be approved.

Twin Palms CAMP Program

Carol said that Eric Chiel is reporting that things are going well for planning the two events scheduled for Sunday, February 19th to be held at the Modernism Camp.

Carol said that comp tickets are available to the TPNO Board members--2 for the morning program and one each for the afternoon film showing. Board members indicated which events they would be attending and how many tickets they were requesting.

Treasurer's Report

Proposed 2023 Budget

Larry Johnson reported that the Finance Committee has prepared a proposed 2023 TPNO Budget for the Board's review and adoption. This budget is based on the actual 2023 beginning balance, past income and expenditure history, and anticipated income and expenses. He noted that the \$75,703.97 proposed 2023 budget was developed in two steps.

Step 1 In terms of income, we carried over the \$357.55 in Krisel Donations leaving a beginning balance of \$43,746.42. The two line items equal the total carryover from 2022 of \$44,103.97.

In terms of expenditures, we first had to distribute the \$562.50 in actual income in excess of the projected income for 2022. We did that by adding \$562.50 to the Equipment line item. The 2022 ending line item balances for the rest of the expenditure items were carried over to 2023.

Step 2 In terms of new income for 2023, we are projecting 1) \$1,000.00 in membership dues, 2) \$28,800 in 2023 Modernism Week net ticket sales, and 3) \$1,800.00 in Other/Misc. Income.

In terms of expenditures, we suggest allocating the projected \$31,600.00 in new 2023 income as follows: 1) \$2,331.78 for Membership Meetings 2) \$273.21 for Misc. Printing/Postage, 3) \$334.85 for Communications Contracts, 4) \$248.19 for Membership Badges/Blade signs, 5) \$2,383.00 for Storage, 6) \$437.50 for Equipment, 7) \$2,045.06 for Liability Insurance, 8) \$4,500 for Website, 9) \$299.16 for Recognition Awards, 10) \$5,678.53 for 2023 Modernism Tour, 11) \$3,000 for Community Grants, 12) \$2,800 for Reserve Funds and 13) \$7,268.72 for Neighborhood Initiatives.

It was **Moved/Seconded/Carried** to approve the 2023 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 revised the 2023 budget later in the year as needed.

Financial Report 1-18-23

Copies of the January 18, 2023 Financial Statement were emailed in advance. Larry reported that the total 2023 income to date is \$74,609.97. Expenditures total \$500.00 (\$200 for January monthly storage fee and \$300 for Modernism Week Insurance) leaving a balance of \$74,109.97.

Community Initiative Request

Larry distributed copies of a request from Eric Chiel for \$400 for the Krisel Exhibit, the third request for Community Initiative Funding. Building upon the work done in Phase 1 and 2, these Phase 3 funds would be used to complete a three-segment panel addressing Twin Palms architects other than William Krisel.

To help the Board evaluate the request, Larry distributed copies of the 1-page description of the Neighborhood Initiatives Process and Instructions from our Website. Included are the 5 long term priorities that guide our neighborhood initiative process. At Carol's suggestion, it was agreed to delete the reference in the description that currently included the dollar amount of available funding approved for 2023. Larry said he would follow up to make this change to the document on our website.

It was **Moved/Seconded/Carried** to approve a Community Initiative grant of \$400.00 for the requested purpose.

Little Library Status

Larry distributed copies of the initial draft of the Little Library Community Initiative application for up to \$5,000. A final version will be presented to the Board once all the location and cost details are finalized.

Jeffery Burnell reported that some Twin Palms Condominium owners have now expressed concerns about the placement of the library on their property. Jeffery said that the Twin Palms Board is collecting information to address these concerns and will be providing that information to all the owners. He said the Board is still very supportive and that he hoped final approval would be obtained soon once the owners had been polled for their feedback.

Larry said that he had contacted the City Planning Department and they confirmed that there was still no cost to request City approval for the placement of the library in the City's right-away zone. He said he would also be following up to obtain current bids on the construction/installation costs.

10th Anniversary Party Planning

Given that the 10th Anniversary Party set for March 24th is coming up very soon, the Board

members agree to stay a little longer to discuss some of the initial planning details.

Tony Vardaro said it looks unlikely that the renovation issues at the Ocotillo Club house would be completed by that date, so we need to consider other venue options. He said the outdoor Ocotillo Sunshine Bar area might be a possibility. Plan B would be to try to secure a home in the neighborhood that would be willing to host the event. There was consensus that a private home was the best option. Carol said she would lead the effort to secure a home for the event.

Jeffery said that he had booked DJ Modgirl for a cost of \$750 and that he had obtained initial bids from a caterer. Larry said that after the Modernism Tour we need to get out a Save the Date notice to the membership.

The Board agree to finalize all the event details at our next Advisory Board meeting in early March.

Next Meetings

After discussing dates, the next Advisory Board meeting was set for Wednesday, March 1, 2023 at 3:30 pm at Carol's house.

It was agreed to set a Modernism Committee meeting on Wednesday, February 8, 2023 at 3:30 pm at Carol's house. This will provide the opportunity to make sure that everything is in place to successfully conduct all the scheduled 2023 Twin Palms Modernism events.

Adjournment The meeting was adjourned at 5:30 pm.