

# ADVISORY BOARD MEETING MINUTES

**TUESDAY, JULY 25, 2023 :: 3:30 :: Carol's House**

**Call to Order and Roll Call** The meeting was called to order at 3:32 pm. Board members in attendance were Carol Munro, Tony Vardaro, Jeff Hoffman, Michele Johnson, Larry Johnson, and David Carlson.

**Guests:** Jeffery Burnell

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

## **Introductions of Guests**

Carol Munro welcomed the Community members attending the meeting via zoon and asked them to introduced themselves. Community members participating via zoon included Hung Fan and Tom Eich. Unfortunately, due to a technical problem, the zoom link had to be changed at the last minute, which may have precluded some people from joining the call.

**Review and Approval of Minutes** It was **Moved/Seconded/Carried** to approve the minutes of the June 27, 2023 meeting as proposed with the following corrections: Tom Eich's home on La Verne is the home that was added to the 2024 Modernism Week tour, and the last sentence of the second paragraph of the Modernism Week section was deleted.

## **Public Comment**

Carol said that we again sent out the notice and agenda for today's meeting to all the neighborhood residents on our email list. There were no comments from the two community members. Carol did confirm for Hung Fan that their home was indeed on the list of homes for the 2024 Modernism Week Home Tour.

## **Treasurer Report**

Copies of the July 25, 2023 Financial Statement were mailed in advance. Larry Johnson reported that the total income to date is \$77,109.97. Expenditures totaled \$16,475.88, leaving a balance of \$60,634.09. Since the last meeting, there was no new income. Expenditures during this period included \$2,044.70 for renewal of our 2 insurance policies, and \$77.76 for the addition of a new email address for our new member David Carlson.

## **Communications/Marketing**

*Events/Meetings/Communications Calendar—23-24*

Copies of the updated Calendar were included in the meeting packet emailed in advance. This

reference document helps the Board in planning future meetings and events, and scheduling the necessary communications plans to promote these meetings and events.

### *Website Status*

Larry Johnson reported on the status of the redesign of our TPNO website. Since our last meeting, our website contractor John Mahon has made significant progress. Larry Johnson thanked Jeffery Burnell for continuing to volunteer as a consultant on the redesign process and asked him to explain the steps taken to date.

Jeffery said that the web designer has completed a number of preparatory steps including building the new server, installing the firewall, SSL and Wordpress, and all the needed plugins. He has also imported all the previous pages from the old website including the entire media library (i.e., the files). He has also updated the settings of the new site to confirm to the new theme that we selected, so he is now ready to begin to build out the pages of the new website. His goal is to have the first draft version of the About Section of the website ready for our review in early August. Assuming everything goes well, he hopes to have the new site completed in September.

Larry then outlined the next steps in the process. He said he was pleased that so far things appear on track, with no surprise problems.

### **Tax Exemption Status**

Jeff Hoffman reported that he is continuing to research our options. He and Peter Balon have compiled a list of questions for the IRS and are reviewing the required paperwork. Jeff said that Peter has volunteered to contact the IRS and gather additional information. Hopefully they will be able to recommend options for next steps by the end of August or early September.

Jeff said he has reached out to ONE-PS for guidance and advice from other neighborhoods and will be reporting to the Board what he learns from these neighborhoods' experiences.

### **2024 Modernism Tour**

Carol Munro reported that we now have 6 homes confirmed for the 2024 Modernism Week Home Tour. There are 3 other homes that she has reached out to the owners, but so far has not heard back from yet. She said she will follow up on several other possible leads. Tony Vardaro said he would check to see if there was another Ocotillo Lodge owner interested in having their condo on our tour.

She told the Board that we have until around mid-September to finalize our list of homes for the tour. If we are unable to secure another home, we will have to go with only 6 homes in 2024.

There was general agreement that the Ocotillo Lodge was our first choice for a location for check-in and display of the Krisel Exhibit.

Tony Vardaro said that Michele Johnson had shared with him that the PSP Store was having a half price sale on their book till the end of July, and asked if we wanted to go ahead and purchase books as homeowner gifts for the 2024 tour. The Board gave him the OK to go ahead and purchase the books, and to use his judgement on what to purchase.

### **Little Library**

At the last meeting, it was agreed that we pursue additional lower costs options for building a wooden Little Library structure. David Carlson said he had tried to contact two school teachers he knew to ask for their help to reach out to school management regarding the possibility of obtaining woodworking students' help with building the library. Due to summer vacation schedules, he had not heard back yet.

Carol reported that she had contacted people who oversee the student model program who said the Little Library was not a model project, but more of a larger architecture building project. She said she also had reached out to the College of the Desert but has not heard back yet. Since schools will be starting up again soon, hopefully we will have more information by our next meeting.

### **Community Grants & Neighborhood Initiatives**

Carol said that today we will continue our review of these policies that we began at the last meeting. She reviewed our discussion at the last meeting of the current 5 funding priorities, and the one addition made at the last meeting related to mid-century architectural preservation and education. A review of the minutes of the last meeting confirmed that we had approved recommending adding this 6<sup>th</sup> priority.

Larry Johnson reviewed the Community Grants and Neighborhood Initiatives Policy Worksheet provided to the Board members. He proposed that we focus our attention today on the dollar limits for Advisory Board approval of requests for grants and initiatives.

He started with a review of the current Community Grants Policy. Currently grant requests over \$2,500 must go to the general membership for approval. Giving the factors he outlined at our last meeting, he suggested that it is time to consider raising the \$2,500 cap on Advisory Board approval. He suggested raising the \$2,500 cap to \$3,500.

There was consensus that it was time to raise the limit. The Board discussed what the amount should be. One suggestion was that we raise it to \$4,000, which is half of the \$8,000 in the current 2023 budget for Community grants. Another suggestion was that we set the cap at 50% of whatever amount the board budgeted that year for grants. Larry pointed out that the amount of funds budgeted for grants will vary from year to year. Some years it could be more than \$8,000 and other years less. He said he felt like a set dollar amount would be easier to explain to potential applicants and in our written application instructions. After discussion, it was **Moved/Seconded/Carried** to recommend the general membership approve raising the cap on Board approval of Community Grants to \$3,500.

Regarding Neighborhood Initiatives, Larry recapped the reasons outlined at the last meeting for why he felt it was time to raise the dollar limits on what the Board could approve without going to the general membership for their approval. He proposed raising the current Board approval limit from \$3,000 to \$5,000, and raising the current unanimous Board approval limit from \$5,000 to \$7,000. It was **Moved/Seconded/and Carried** to recommend the general membership approve raising the caps on Board approval for Neighborhood Initiatives to \$5,000, and \$7,000 where there is unanimous Board approval.

Larry noted that we will be presenting our recommendations to the general membership at the October 28<sup>th</sup> meeting for their review and action. A simple majority vote is needed to approved the proposed changes to the two policies.

### **Fall Membership Meeting**

Carol Munro said it was important that we finalize the location for the October 28, 2023 General Membership meeting. She said the two options offered by the Ace Hotel were included in the pre meeting materials. She said their larger room was booked for our date, and that the room they had would accommodate about 50 to 60 people at tables. The less expensive option for coffee and pastries, and a light buffet lunch for 60 people was \$2,812.

Larry Johnson said he had contacted the Indian Canyons Golf Resort to inquire if they were still open for rentals to outside groups. He said they are, and that the North Clubhouse was available for our date. He noted that TPNO had used this facility on several occasions in the past and it had worked out very well.

He said one advantage of this facility is its size. It is a very large room with room for at least 75 people at tables. It is a beautiful space with lots of windows overlooking the North golf course and the Walt Disney Fountain. There is plenty of room to set up a registration table, food table, podium, and our audio-visual equipment. The cost for 60 people for coffee and pastries, and boxed lunches was about \$2,600. Additional people would add about \$25 per person.

Given the large space available at the Indian Canyons Golf Resort, everyone agreed that this was the best option and authorized Larry to go ahead and book the facility.

### **Next Meetings**

The Board discussed dates for future Board meetings and set the following dates: Wednesday, August 30, 2023 at 3:30 pm. At Larry's suggestion, we set up a backup date of September 6, 2023. To make sure we are prepared for the October 28<sup>th</sup> General membership meeting, the Board also set the following meeting of the Advisory Board for October 11, 2023 at 3:30 pm.

### **Adjournment**

The meeting was adjourned at 4:45 pm.