

ADVISORY BOARD MEETING MINUTES

Wednesday, October 11, 2023 :: 3:30 :: Carol's House

Call to Order and Roll Call The meeting was called to order at 3:35 pm. Board members in attendance were Carol Munro, Tony Vardaro (via zoom), Jeff Hoffman (via zoom), Michele Johnson, David Carlson, and Larry Johnson

Guests: Jeffery Burnell

Acceptance of Agenda The agenda was accepted as proposed.

Introduction of Guests

Carol Munro welcomed the Community members attending the meeting via zoom and asked them to introduce themselves. Community members participating via zoom included Curtis Kiepprien, Ocotillo Lodge HOA VP, and Thomas Eich.

Review and approval of Minutes of September 6, 2023

It was **Moved/Seconded/Carried** to approve the minutes of the September 6, 2023 meeting as proposed, with the correction in the Little Library section that the correct spelling of Ms. Acosta's first name is Marina.

Public Comment

None

Treasurer Report

Copies of the October 11, 2023 Financial Statement were mailed in advance. Larry Johnson reported that the total income to date is \$77,109.97. Expenditures totaled \$18,016.96, leaving a balance of \$59,093.01. Since the last meeting, there has been no new income. Expenditures during this period included \$500 for deposit for October 28, 2023 Membership Meeting, \$97 for 6 months of our PO Box rental, \$180.61 for basic Constant Contact annual contract, and \$234 for October storage rental fee.

Larry reviewed the memo from the Finance Committee with their recommendations for changes to the 2023 approved TPNO budget. These changes are needed to reflect increased income and several expenses that will exceed the amount currently in the budget.

The Committee is recommending an increase of \$1,200 in Other/Misc Income line item (from \$1,800 to \$3,100) due to a donation from Eric Chiel from a portion of the proceed from his 4 walking tours during the upcoming Fall Modernism Week, and the transfer of \$100 of the current Other/Misc Income remaining balance to cover the increase in costs for Communications Contracts. The increase of \$1,200 is recommended to be split between \$850 for Membership Meetings and \$350 for Storage.

After discussion, it was **Moved/Seconded/Carried** to approve the recommended minor revision to the approved annual budget to respond to increased Other/Misc income and increase costs in three expense line items.

Communications/Marketing

Events/Meetings/Communications Calendar

Copies of the updated Calendar were included in the meeting packet emailed in advance. This is a reference document that helps the Board in planning future meetings and events, and scheduling the necessary communications plans to promote these meeting and events.

TPNO Email Usage

Jeffery Burnell reminded the Board members of the importance of using our TPNO email addresses for all TPNO business communication emails. These TPNO email addresses were set up to protect everyone's privacy, and to keep TPNO emails separate from each members personal emails accounts. Having all emails in this TPNO account makes it easier to locate past emails, and to send emails to the full Board by just using "TPNO Board Members" in the "To" line.

Email Invitations to October 28th General Membership Meeting

Jeffery said that 27 people RSVPed to the most recent email regarding this upcoming meeting. He noted that we got a very high percentage of email recipients opening the email invitation. Invitations were also placed on our other social media accounts. Another reminder will go out this weekend. Jeffery was thanked for the professional and attractive look of the invitations in all our social media accounts. Larry Johnson said that we need to get the final head count to the venue by the 24th to finalize the box lunch order.

Website – redesign update

Jeffery Burnell and Larry Johnson gave an update on the ongoing progress with the redesign of our website. Jeffery showed the board selected pages highlighting the new design, fonts, colors and functionality. We are on track to have the development site ready to share with the board prior to discussion at the December meeting. The goal is to have the site ready for launch by

the end of the year. Larry said that its likely we will hold off the official launch till early January 2024, so it does not get lost in the holiday rush.

501 (c) (4) status

Jeff Hoffman reported that he and Peter Balon are still facing challenges getting through to the IRS by phone. He said they have begun putting together the draft of the application and assembling the necessary documentation to attach to the submission. Jeff said he hoped to have a more detailed status report at our next meeting in early December.

2024 Modernism Tour

Tour homes status – 6 confirmed

Carol Munro reported that plans for the 2024 Home Tour are moving ahead on schedule. All six homes have been approved after being toured by Modernism Week staff. All the required written materials and pictures have been submitted for the tour's posting on the Modernism Week website. Tickets go on sale November 1st.

Ocotillo check in location/Options for Krisel Exhibit

Tony reported that the Ocotillo Lodge Board has approved having our check-in at the Lodge. Depending on the status of the repairs at that time, it can be held either in the lobby or under the Portico as it was last year. Likewise, the location of the Krisel Exhibit will depend upon the status of the renovations. Hopefully, it can be in the lobby. If not, Larry suggested we display part of the Exhibit under the portico, and the rest in the open carports of 3 of the tour homes.

Next Steps -- Volunteer recruitment, car, brochure, afterparty, other

It was agreed that we would again be doing a paper brochure. We will also again be holding the after-party at the home of Hung Fan and Michael Feldman. Carol noted that she has recruited several car owners to display their vintage cars along the tour route. Michele Johnson said that she has already begun the volunteer recruitment effort and many of last year's docents have already signed up for 2024. Larry will complete a review of remaining inventory, and identify items to be ordered such as booties, wristbands, etc.

Fall Membership meeting

Indian Canyon – set up, logistics, Power-Point, certificate of appreciation for Jeffery Burnell

The Board discussed final planning for the meeting. Larry said that we will have access to the venue on Friday afternoon the 27th at 3:00 pm to set up and test our new PA system. Jeffery Burnell is working on the PowerPoint presentation. Eric Chiel has prepared the Certificate of

Appreciation to present to Jeffery who has left the Board due to moving out of the neighborhood.

Speakers – any specific questions

Carol asked for suggestions from the Board members about questions we should ask our two speakers to address in their remarks. Several suggestions were made and will be transmitted to the guest speakers.

Finalize Agenda discussion

The revised draft 3 of the proposed agenda for the October 28th General Membership Meeting was reviewed by Carol Munro. She noted that the Mayor's remarks had to be moved to near the end of the agenda because of scheduling conflict that meant she would not arrive until around 11:15. Larry asked how we were going to share that Eric Chiel was planning to transition out of his role as lead for the Krisel Exhibit. Carol said she would be in contact with him. There was agreement to go with the agenda as drafted. It will be sent out with the next email RSVP to the membership for whom we have email addresses.

Community Grants & Neighborhood Initiatives

Finalize memo to General Membership on changes

Larry Johnson said that everyone received in the premeeting email packet the final draft of the 10/28 memo to the General Membership on changes to the Community Grants and Neighborhood Initiatives programs. He reviewed the memo that outlines the one new funding priority and the changes in the funding amounts that the Advisory Board can approve. It was **Moved/Seconded/Carried** to approve the memo for submission to the General Membership at the October 28, 2023 meeting for their concurrence.

Action on OL Community Grant for Sign Restoration Project

Larry reported on the results of the grant review rating process for the Ocotillo Lodge's Community Grant application for \$3,500 for the restoration of the two Krisel-designed signs on their entry portico. In accordance with our Community Grant Policy, the application was independently reviewed by all Advisory Board members and the 2 current Grant Review Advisors. On the eight questions with a rating scale of 1 to 5, the application received 271 out of 280 points (96.8%). The overall average rating score on the 1 to 10 summary rating scale was 63 out of 70 (90%).

There was strong agreement that this proposal merited funding and was a good example of the kind of grants we should be making to address our priorities. It was **Moved/Seconded/Carried** to approve a Community Grant of \$3,500 to the Ocotillo Lodge for the restoration of the two entry portico signs.

Little Library

Update on College of the Desert participation

Carol reported the good news that representatives of the College of the Desert have indicated their interest in helping us by building the Little Library in wood. College staff think this would be a great project to involve student members of their Architecture Club. A meeting with college representatives has been set for Friday, October 27th to discuss our plans and hear their ideas and questions. Assuming things go well at the meeting, the hope is to have it built and installed by our 2024 Modernism Home Tour. Larry Johnson noted that this could be a real win-win situation, and a great PR opportunity for both the College and us.

Additional Business

Update January 20, 2023 General Membership Social event-- Krisel film showing

Michele Johnson gave an update on initial planning for the January 20, 2024 General Membership Social Meeting. The plan is to show the Krisel Film at 3:00 pm, with free popcorn and maybe soft drinks provided during the showing. Following the showing, we can use their event space for a reception with snacks and a cash bar till 6 pm. Michele said that Eric Chiel is working with the Camelot to ensure that we have the film in a format that works for their projection equipment. A save-the-date email announcement will go out in December and an RSVP email will be sent in early January 2024. Carol thanked Michele for her leadership on this event.

Next Meetings

General Membership Meeting – Saturday, October 28 – Indian Canyons Golf Resort North Clubhouse

Advisory Board meeting dates – The next meeting is confirmed for Wednesday, December 6, 2023 at 3:30 pm. The Board also set the date for the following Board meeting for Wednesday, January 10, 2024 at 3:30 pm

Adjournment

The meeting was adjourned at 5:01 pm.

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