College Hill Partnership Board of Directors Meeting Minutes

May 14, 2018

CHP Office, 2:30 PM

X = present

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| x | Andy Fuchtman, President, At-Large |  | Kamyar Enshayan, At-Large, Vice President |
| x | Kathryn Sogard, CHP Coordinator |  | Doug Johnson, Treasurer, At-Large |
| x | Becky Hawbaker, Secretary, Resident | x | Alex Funke, At-Large |
| x | Chris Martin, Resident | x | Andrew Stensland, UNI Student Government |
| x | Dave Deibler, Landlord | x | Mike Hayes Ex-Officio City Liaison |
| x | Chris Wernimont, Landlord | x | Andrew Morse, Ex-Officio UNI |
|  | Andrea Geary, Business | x | Mary-Sue Bartlett Ex-Officio CHAF  |
| x | Barb Schilf, Business |  | Carol Lily, Ex-Officio, Main Street |
|  | Cary Darrah Ex-Officio, Cedar Valley Alliance | x | Vaughn Griffin Ex-Officio Master Gardner/Hill Beautification |

Other Guests: Karen Howard (city staff), Tom Blansford and Daryl Kruse (City Council), Amanda Walters

1. Call to order: The meeting was called to order at about 2:30.
2. Approval of minutes – The March 2018 minutes were approved with no changes.
3. New Business:
	1. Introductions:

Everyone present introduced themselves and welcomed new CHP Board members Dave Deibler, Drew Stensland, and Andrew Morse.

* 1. Nomination of Officers:

Fuchtman asked for nominations from the floor. Enshayan was nominated as President, Deibler was nominated as Vice President, Johnson was nominated as Treasurer, and Hawbaker was nominated as Secretary. **Griffith/Schilf moved to cease nominations. The motion passed.**

* 1. Election of Officers

**Wernimont/Funke moved to approve the entire slate of officers. The motion passed.**

* 1. Monthly Board Meeting Time

**Hawbaker/Deibler moved to establish the monthly meeting to the second Monday of the month from 2:00 to 3:00 PM. The motion passed**

* 1. Committees

According to the bylaws we have five standing committees, but only three are meeting (Design Committee, Events Committee, and Neighborhood Services). Organization and Membership and Business Improvement Committees have not met. Sogard asked members to sign up for at least one committee.

* 1. Dog Waste Issue

Sogard has been asked by several business owners regarding dog waste in the area on the west side of the Hill. Deibler asked if the issue is enforcing the law or cleaning up the problem. Kenny could pick it up. Hawbaker suggested that we consider installing a bag dispenser and more garbage bins. There will also be signage in the parking lots about the cameras.

There was a side discussion about whether Kenny is an employee, an independent contractor, or if we are giving him a gift in recognition of his clean-up work on the Hill. The Executive Team will resolve this issue when they meet.

* 1. Sidewalk Garbage Cans

Officer Hayes reported that the city will begin charging a collection fee for the Hill and Downtown. If the can is damaged, the city will replace but we will be charged. Currently our trash is picked up twice a week. We would be charged $9 x 7 cans =$63 per month. This is half the cost charged to residents. Fuchtman asked if CHP could pursue other options such as collecting the trash from the public space and depositing them in dumpsters. Griffin asked about routine maintenance on the cans. Blansford suggested suspending the discussion to allow his follow up

1. Old Business/Updates
	1. Annual Meeting

At the annual meeting, our proposed change to the bylaws did not pass. Some of the reasons identified were confusion why the change was needed and general communication issues, concern that appointing rather than voting in board members would result in an exclusive rather than inclusive board. Hawbaker noted that the bylaws do not currently require that various seats on the board are members of that group (e.g., resident representative doesn’t have to be a resident, business owner representative doesn’t have be a business owner). Stensland shared that NISG has a recruitment committee to identify new members from new sources. Our CHP Organizational and Membership Committee is tasked to do this but has not been a functioning committee.

* 1. Guest Protocol

Fuchtman distributed the draft policy and asked for feedback. Hawbaker/Blansford moved adding a statement that all comments will be directed to the chair, not individual members of the board. Hawbaker noted that to speak at the school board people have to email the chair by 4PM (90 minutes prior to the meeting) and suggested adding a similar requirement so that we know how many people. Martin/Deibler moved to add to the policy that to make a public statement, people must email Sogard one hour before the meeting. The motion passed x for, 1 against

* 1. Board Member Duties/Commitment Form

Sogard distributed the commitment form to board members and asked each to sign and return.

* 1. Additional Business: Deibler asked board members to reflect on the optimal number of quality events CHP can take on. Fuchtman suggested this would be a good agenda item for the Executive Team Retreat.
1. Reports of the Executive Officers
	1. President: Fuchtman did not have a report. The board thanked him for his outstanding service as President.
	2. Financial Officer – Johnson submitted a written report.
2. Report of Executive Director Sogard (Written and attached).
	1. Sogard reported on the success of the Hillebration of Thanks event. The first farmer’s market is June 7th and we will also be closing the street and having a rain barrel painting and auction event. Sogard gave an update on our Social Media growth. Great Wall received an award from the city for their investment in their new building. This year is the 40th anniversary of the College Hill Arts Festival.
3. Beautification (Vaughn Griffith)
	1. Griffith reported that volunteers will be planting immediately after this meeting. The Friends of Pettersen Plaza has had several meetings and has met with the city and is developing a plan. Sogard held up a brainstormed design with murals on the walls, sunsails, and a performance stage.
4. Adjourn.

The meeting was adjourned at 3:40 PM. The next meeting will be the Annual Meeting, Monday June 11th, time 2:30pm, at TBD.

Respectfully Submitted,

Becky Hawbaker