

Urban Neighbors Board Meeting

Thursday, November 6, 2008

The Red Room, Red Prime Restaurant, 504 N Broadway, Oklahoma City, OK 73102

Present: Jeff Bezdek, Paige Gregory, Brian Hammond, Steven Newlon, Brett Price, Holly Shelton
Absent: Mark Gibbs, David Remy
Other UN Members: Bose' Akadiri

Minutes

I. Call to Order

The meeting was called to order at 6:30 PM by Brett Price, UN President.

II. Approval of Minutes

The minutes from the October 7, 2008 UN Board Meeting were approved.

III. Treasurer's Report

Brian Hammond presented a financial report for October 2008. In response to a question from Holly Shelton he clarified that the monies in the PayPal account were separate, and in addition, to those in the bank account. Brian Hammond then made a detailed presentation of the proposed UN Operating Budget for the UN Fiscal 2009 Year, explaining that everything in the budget was being presented exactly as the subject matter experts had submitted. Most submissions were approved without question. Jeff Bezdek suggested that the UN seek a printing discount since the UN did a lot of printing. Paige Gregory agreed to \$2,000 for the year for unspecified advertising revenue to be generated later in the year. The issue of tiers of business memberships was discussed at length but no commitment could be received on how this would relate to a budgeted source of revenue or how the tiers would work. Brian Hammond discussed the process of allocating the annual budget numbers to individual months, front loading, and back loading different items where necessary. The proposed 2009 Operating Budget was then ***unanimously approved with the above changes and Brian Hammond was given authority to prepare a document for the membership to vote on.*** Brian Hammond then led a discussion regarding the potential benefits of the UN obtaining a debit card. He will research and make a presentation at the next Board meeting on the issue.

IV. Membership Committee Report

Brian Hammond gave a quick report on the current membership numbers and then turned the presentation over to Bose' Akadiri for details. She discussed a membership recruitment event which Envy Collections was going to sponsor in December who would provide a discount on merchandise, all food, beverages, tent and parking and a discount on merchandise. Many members expressed concerns, including about proximity to the December Social, while Brian Hammond asked if this could result in higher membership recruitment commitments for budgeting purposes. Bose' Akadiri replied that it would increase membership but she did not want to make such a commitment. She asked for a small budget for miscellaneous expenses and Steven Newlon raised the concern that the Board would need to see a formal request, preferably itemized, in order to approve any expenses related to this event. The Board agreed to defer approval and to vote via email once Bose provided this information.

V. Social Committee Report

Holly Shelton talked about the upcoming Social at the Renaissance Hotel on Thursday, November 13, 2008. She also suggested that the UN utilize the opportunity to be part of a toy drive which met with agreement.

VI. Marketing Committee Report

Paige Gregory talked about improvements she wanted to make to the present website and stated she could do these with the \$50 per month that had been allocated to the website in the budget. She then stated that she needed \$1,000 for a UN brochure that was needed to promote the UN. Bose' Akadiri stated that this was needed for her membership recruitment efforts. Steven Newlon raised the concern that \$1,000 was high for printing full color tri-fold brochures and recommended to getting quotes to save money that could be better allocated elsewhere. Brian Hammond asked if the membership recruitment projections were based with or without the brochure and Bose' Akadiri said without. Brian Hammond suggested that she consider a higher membership recruitment goal if the brochure money was made available. However, it was pointed out that the benefit of the brochure could not be quantified. Brian Hammond suggested that \$1,000 of the \$1,225 cushion be budgeted as Projects Expensed for the brochure and this was agreed. Paige Gregory reported that she was part of a group meeting with Homeland Grocery Stores about improvements that could be made to their store at 18th and Classen. This led to a discussion as to whether this was something that the UN should participate in since it was outside of the UN boundaries. Brian Hammond observed that it would be something that UN members living in western Downtown would be very interested in and that the UN should be involved. Bose' Akadiri stated that the new Sage Market in the Deep Deuce was the priority for Downtown residents. Paige Gregory asked if the proposed Downtown trolley loop included the Homeland store and Brian Hammond replied that it had been removed from the proposed loop at Metro Transit's request. Bose' Akadiri continued to emphasize that the UN should support the Sage Market. Paige Gregory will brief the Board about her meeting with Homeland at the next Board meeting, as well as present ways the UN can become involved with the decision making process with Homeland.

VII. Focus Group Reports

Brian Hammond discussed the latest information from the Quiet Zone Committee on a seeming mindset change by the City. This had surprised the Committee and it planned to bring as many parties as possible to the November Quiet Zone Committee meeting. He also stated that the UN owed a debt of gratitude to the efforts made by Mark Huston on this project. Brian Hammond then gave a brief presentation on the effort to improve the Downtown trolley system stating that a proposal with a smaller loop was being prepared. He also gave a brief presentation on the efforts made by Mark Gibbs regarding the City of OKC Planning Department's Downtown Strategic Initiative in terms of bringing the views of the UN Safety and Health committee to the table. Brian Hammond then brought up the subject of the upcoming free class on Identity Theft and requested a \$100 charitable contribution towards flyer production and for all the Downtown College Consortium has done for the UN. The majority of the Board were in agreement not to approve and were in consensus that going forward the Board would need notice prior to any event that might need a "charitable contribution." Brian Hammond then finished with a briefing on the UN Fantasy Football league standing.

VIII. UN Community Service Proposal

Brett Price discussed the Urban Neighbors community service proposal made by David Remy to assist in soup kitchens during Thanksgiving week. There was some agreement that this would be good early during that week than later, however no definite agreement was reached.

- IX.** Request for UN volunteers for Holiday River Parade, 11/28
Paige Gregory discussed the opportunities involved in having UN volunteers working at the Holiday River Parade. However, little interest was expressed as the event was too close to Thanksgiving.
- X.** Selection of Audit and Board Nominations Committees
Brett Price discussed the Audit Committee; no recommendations on membership of this committee were made. There was then discussion about the role of the Board Nominations Committee and the question was raised about whether members could self-nominate themselves if they had not been nominated by the Nominations Committee. It was stated that although they could, they would not enjoy the benefit of being the Nominating Committee's preference.
- XI.** New Business
Steven Newlon suggested having an attorney at least once a year review the UN Board Meeting Minutes as well as any other major decisions (revisions of the By-Laws, etc.) to ensure that the Board is acting in the best interests of the organization by seeking a professional opinion, and that the UN should consider getting liability insurance for officers of the Board. Jeff Bezdek stated that since the UN was a LLC, this probably would not be needed.
- XII.** Announcements
None
- XIII.** Adjourn
The meeting was adjourned by Brett Price at around 7:45 PM.

Compiled from notes made by Brian Hammond and Steven Newlon.

Respectfully submitted:

Mark Gibbs, Secretary