

# Urban Neighbors Board Meeting

Thursday, February 7, 2008

Red Pin Bowling Alley, 200 N Oklahoma, OKC, OK 73104

Present: Jeff Bezdek, Mark Gibbs, Paige Gregory, Brian Hammond (left early), Steven Newlon, Robert Robles, David Remy (arrived late), Holly Shelton.

Absent: Andy Burnett, Brian Engel, Brett Price

## Minutes

### I. Call to Order

The meeting was called to order at 6:34 PM by Paige Gregory, UN Vice-President.

### II. Approval of Minutes

The minutes of the January 3, 2008 UN Board Meeting were unanimously approved.

### III. Treasurer's Report

Robert Robles presented a written report which showed a bank balance of \$688.46 at January 31, 2008, commenting that this was more elaborate than last month's and that these reports should become more detailed as things go on. He said such reports would never be completely balanced and that he would go by the bank statement when producing complete accounts. The issue of current signatories on the UN bank account remains and Robert Robles said he would be sorting this out with the bank. Current administration for processing new memberships was discussed. The need to improve the conversion rate for applications made via the website was highlighted and Paige Gregory said she would look at web payment options in the next 7-14 days. Robert Robles distributed mail recently received at the UN PO Box and a motion was unanimously passed designating *Steven Newlon with the authority to check the UN PO Box and handle UN mail.*

### IV. Social Committee Report

Holly Shelton updated the Board about the UN Bowling League and the February 21 Social to be held at Café do Brasil. Joyce Brown from the Midtown Association will have a table and will give a brief talk at 6:45 PM. The July Social has been confirmed as watching the Red Hawks at the Ballpark. Holly Shelton reported that four other UN members have joined the Social Committee which met on February 4, 2008. The Excel spreadsheet for flyer distribution will be reformulated for better reach and penetration. Holly Shelton said she would work up an advertising brochure to sell the back side of the UN flyers. Paige Gregory cautioned about pricing ourselves too low and the idea of using an introductory rate was agreed on.

### V. Membership Committee Report

The nature of welcome communications with new members by UN Board members was discussed, including who should send a welcome letter once a new member's check had cleared. Holly Shelton also offered to handwrite UN note cards. The Board's general opinion was that overlap in communications should not matter – the more contact the better. Brian Hammond indicated he would canvass new members about issues and their concerns and report to the Board at the next meeting.

**VI. Draft UN By-Laws**

Mark Gibbs presented the latest draft with key issues highlighted. He drew the Board's attention to defining the UN's Fiscal Year as the calendar year. The AGM would therefore be held in February after the previous Fiscal Year's accounts were completed. He also advocated the current Board remain in place until February 2009 to ensure sufficient time for the organization to be effectively developed. A motion was unanimously passed that ***Board Members email Mark Gibbs any final thoughts one week from today (Thursday, February 14) who would then email Resident Members the draft By-Laws in the week of the February Social for their review. At its Tuesday, March 4, 2008 meeting the Board would approve recommendation to the membership and the Final By-Laws would be emailed to Resident Members by Thursday, March 6, with written copies available upon request. At a Business Meeting at the March 13, 2008 Social the By-Laws would be presented for approval by the membership.*** David Remy advocated sensitivity in the way the Business Meeting portion of the Social be handled, especially with respect to non-Resident (i.e., non-voting) Members.

**V. PR, Marketing and Website Update**

Paige Gregory outlined various communications that would be released shortly. She asked the Board for clarification about how the UN should support the "Big League City" sales tax initiative. The Board felt that the UN should *not advocate* but certainly should *inform* about an issue. Paige Gregory said she had a lot to talk about the website project and suggested a separate meeting for that would be necessary. She briefly discussed wimgo.com, a comprehensive Oklahoma City community event listing feed provided by The Oklahoma, which would we be free to the UN and which we could use for a Downtown events calendar. Also mentioned was the upcoming Home Tour event to be held at the new Maywood Park development. Jeff Bezdek confirmed he had a large UN logo sign that can be used at events. Clarification was provided that, as discussed at the January Board meeting, there would be a "second opinion" bid for the website project.

**VIII. New Business**

Steven Newlon suggested considering obtaining professional name badges for Board Members and the need for business cards was also mentioned. A motion was unanimously passed ***directing the Executive Committee to move this issue forward.***

**IX. Announcements**

None.

**X. Adjourn**

The meeting was adjourned by Paige Gregory at 7:54 PM.

Respectfully submitted:

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Mark Gibbs, Secretary