

ENA Board Meeting

May 14, 2018 @ 7-9 p.m. at The Great Dane East

I. Welcome: 15 minutes (7:00-7:15)

- a. Call to order (Charles)
- b. Present: Charles Donaldson, Audra Johnson, Marilee Cronin, Jacob Wright, Jared Marker, Crystal DeGrote Heppe
 - i. Guests: John a new neighbor on Thompson Road, Ted Perttunen a former board member from 2010 - 2014
 - ii. Absent: Alice Pulvermacher, Kim Bolinder, Jim Ramsey, Shane Corcoran
 - iii. Ted is interested in coordinating event donations again
- c. Approval of agenda (All)
 - i. Approved
- d. "Word On the Streets" (All)
 - i. Missing garbage cans discussed on Facebook after the Thunderstorm

II. Reports: 15 minutes (7:15-7:30)

- a. Secretary's report (Audra)
 - i. Confirms that everyone is able to view meeting notes on Google Drive
 - ii. Audra will post Garage sale form in Facebook
 - iii. Audra to buy Thank You cards and sign them for ENA annual meeting donors
- b. Treasurer's report (Jacob)
 - i. \$6227 checking account, \$19879 in Money Market account, Paypal account has \$2490 as of May 14
 - ii. Membership Drive update
 - 1. Same amount raised as this time 2017
 - 2. Jacob will spend time on forms processing and checks cashing vs. time on Pay Pal
 - 3. Goal is to enter all donations by May 31 for the prize drawing
 - 4. All District Coordinator enter the Dropbox spreadsheet dues collected by May 31
 - iii. Audit went well with committee
 - 1. If glaring issue with the budget arises, Jacob will call another meeting
 - iv. Jacob will re-post on Facebook about Amazon Smiles donations while shopping
- c. Echo report (Audra)
 - i. Audra will work on the Echo to have it ready for print on Sunday night
 - 1. If completed the June/July issue can be mailed by May 24
 - ii. Advertising (Jim)
 - 1. Not Present
- d. Technology report (Jared)
 - i. Jared has updated titles for group ENA board emails
 - ii. Charles took over babysitter list updating
 - iii. Crystal will create a file for lawn mowers like there is for babysitters
 - iv. Jared suggests forwarding emails to Kim who has issues receiving the group emails
 - v. Jared researched updating contact information for Neighborhood Associations with City of Madison website
 - 1. Jared to check with Justin or Jamie to see who updated it last time so the City will make the new changes
 - vi. Jared to update Board Member Bios on the website

III. Events Planning: 70 minutes (7:30-8:40)

- a. Earth Day Cleanup Recap (Crystal)
 - i. Gorgeous weather and 12 people came
 - ii. No garlic pull because of weather, they pulled buckthorn instead
 - iii. Moving forward, event coordinators will print and have blank volunteer form to hand to students who volunteer at events
 - iv. Leftover snacks to be used for spontaneous play dates this summer
 - v. Crystal will leave board after September or Spring but offered to coordinate Earth Day Clean Up in April 2019
- b. Membership Drive Final Check-in: April 15-May 15 (Charles)
 - i. Crystal will go to her remaining 20 houses to hang packets on the door by May 31
 - ii. Jacob has a few houses still to deliver
 - iii. Jacob to check and report on 2017 vs 2018 gold and silver donors trends
 - iv. Audra has the prizes for the drawing will deliver to winners
 - v. District Coordinators responsible for giving thank you notes to block captains
- c. 50th Anniversary Celebration (Alice/Crystal)
 - i. Sub-committee update
 - 1. The sub-committee meeting at Our Saviour's Thursday May 17 7pm
 - 2. Alice is working on the contract with the city for the grant, will be executed in June
 - 3. Those attending event meeting include Crystal, Marilee, Audra and two Our Saviour's reps
- d. 4th of July Celebration preliminary planning (All)
 - i. Music and Entertainment
 - 1. Charles contact Oak Street Ramblers for music pay \$300 fee from ENA
 - a. Oak Street Ramblers to bring speakers and mic use for raffle and silent auction winners
 - b. Use tent from the shed for the band on July 4
 - c. vj Charles to purchase a new tent for ENA events 10'x10' in size
 - d. Ted will bring his personal tent
 - ii. Donations drive planning and ownership
 - 1. Sign up sheet on Dropbox for prizes to request from donors
 - a. Charles brought a sheet sign up hand out at May 14 meeting for board meeting
 - 2. Board members to claim donors they have relationships with on spreadsheet
 - 3. Ted will contact the rest of donors left over and add more
 - iii. Assign leads (All)
 - 1. Promotion
 - a. Audra to create Echo full page for Fourth of July celebration
 - b. Jared will attach banners to the neighborhood signs
 - c. Crystal will create event for Facebook
 - 2. Permits and Insurance
 - a. Charles to coordinate
 - 3. Kids Fun Run and Firecracker 5k
 - a. Charles to contact Joel Stone to confirm if he is leading
 - b. Charles to contact Bonnie Benson to see if she is leading Kids Fun Run
 - i. Use all medals for all the participants
 - 4. Music
 - a. Charles to contact Oak Street Ramblers

5. Raffle/Silent Auction
 - a. Audra will coordinate and work with Ted to create opportunities for Advertisers
 - b. Ted to provide tables for display prizes and signage
 - c. Audra to designate mason jars per prize
6. Bike Parade
 - a. Marilee to coordinate the bike parade
7. Face painting
 - a. Stephanie can paint faces again this year and Crystal to contact the second person from Light of the World
8. Kids Games (Fit2Go and i9 sports instead?)
 - a. We will create a Kids Raffle prize where they earn ticket for playing games and winning games and drop ticket in a jar
 - b. Crystal to reach out to Light of the World for coordinating
9. Refreshments
 - a. Ted will get Ice cream and soda cans provided cooler as in past years
 - b. Coolers for event Ted to bring 3, Jacob to bring 2, Crystal to bring 2, Audra to bring 2
10. Bounce House
 - a. Alice will coordinate bounce house then A to Z generator
 - b. Sponsored by Pure Integrity Homes
11. Tot zone
 - a. No monitor needed because parents are with them
 - b. Crystal to bring and set up supplies
12. Welcome Table
 - a. Kim and Jacob to coordinate this
13. Other
 - a. Audra to bring snacks and picnic stuff at 10:45am for event volunteers

IV. Committee Reports 10 minutes (8:30-8:50)

- a. 50th Anniversary Project (Marilee)
 - i. She is working on the script now
 - ii. Wildwood Family Clinic interviews just happened at the site
- b. LVM Elementary (Charles)
 - i. Charles taking over from Jamie starting dialogue with their chair
- c. Welcome Committee (Audra)
 - i. Charles to hand off materials to Audra

V. Other Business 10 minutes (8:50-9:00)

- a. Possible Event Collaboration with Heritage Heights (Charles)
 - i. Charles met with Chris from Heritage Heights
 - ii. Charles Goal to meet with surrounding neighborhoods like Heritage Heights
 1. Charles gave Heritage Heights ENA contact for community garden
 2. He is sharing information about collaborating on events like Buckeye Neighborhood Holiday in the Park
- b. Make Music Madison
 - i. This should be a grass roots event not formally organized by the ENA board
- c. Let's eat out Madison Food Trucks - located at LVM Elementary
 - i. This will occur on Tuesdays at LVM Elementary

- ii. The board will not formally advertise just grass roots mentions
- d. Motion to elect Ted Perttunen as director at large
 - i. All say aye
 - ii. Motion passed

VI. Jacob will not be at June Meeting

VII. Adjournment

VIII. Announcements

- a. The next ENA Board Meeting is Monday, June 11 from 7-9pm at the Great Dane East Side.
- b. The next Echo Newsletter deadline is May 15 for the June/July Echo.
- c. ECHO Assignments:
 - i. Echo Assignments:
 - 1. President's Column-Charles
 - 2. Calendar of Events-Charles
 - 3. Treasurer's Report-Jacob
 - 4. Secretary's Corner-Audra
 - 5. Member Corner-Jared
 - 6. 50th Anniversary Project-Marilee
 - 7. Event recaps
 - a. Egg hunt recap- Kim
 - b. Annual Meeting recap-Charles
 - c. Earth Day Clean-up- recap Crystal
 - 8. Upcoming Events
 - a. Garage Sales sign up-Audra
 - b. 4th of July Celebration- Charles
 - c. 50th Anniversary Celebration-Alice/Crystal
 - d.

*membership drive recap and drawing results to be included in August Echo

