

January 20, 2011 NPNA Thursday Night Meeting (7:00) Friendly City Civitan Club, Glendale Ave, Durham NC

Attending: Ian Pond, Jeff Bakalchuck, Mike Konvicka, Katie Coyle, Dan Singer, Cheryl Shiflett, Alice Kolacinski

Jeff Bakalchuck presided at the meeting.

November's minutes had been approved via the online voting procedure and posted in the Files section of the Listserve in November. They were read at this meeting for information since no meeting was held in December.

Treasurers Report: Financial Activity:

Beginning balance:	2226.07
Income:	343.85
Expenses:	435.75
Ending balance:	2134.17

Membership: households 76 business 0

Old Business:

Compliments were conveyed to Luminary Event participants.

The observation was made that the financial stability of the association's treasury allows for funding of newsletter and programs. A recommendation was made that we consider inserting pre-addressed envelopes for mailing dues in the newsletter to increase membership response. No motion was made and no action was taken

Ian reported that the newsletter would be requesting information and articles by the week of February 15 for the next newsletter.

Suggestions for updating the website were made. Information was shared about Hartmut Jahn's website work. More information will be forthcoming as well as an invitation via the NPNA list serve for IT volunteers.

New Business:

Mike Shiflett has requested that someone else represent Northgate Park as its representative on the InterNeighborhood Council. He has served as the Northgate Park representative for many years and would like to step aside and let someone else benefit from the involvement in INC.

Cheryl Shiflett provide information about the Pac 2's PACE car program.

The meeting was adjourned at 8:30 pm

NPNA Thursday Night Meeting (7:00 pm) Friendly City Civitan Club, Glendale Ave
February 16, 2011

Attending: David Lutz, Mary Lutz, Aron Kimmerly, Mike Konvicka, Ian Pond, Amy Buchanan, Jason Brooks, Patsy Smitheran, Susan Brooks, Katie Coyle, Line Dempsey, Terry Dempsey, Mike Shifflet. Alice Kolacinski, Dan Singer Nancy Sowa, Susan Blanton Terry Wethington

Ian David Pond presided at the meeting.

Minutes were read and approved.

Treasurers Report: Financial Activity:
Beginning balance: 2134.17
Income: 60.17
Expenses: 0,00
Ending balance: 2194.34

Membership: households --76 business

The order of the meeting was rearranged to allow presentations by Terry Wethington and Northgate NERP project representatives.

Terry Wethington of Lampe Management Company was introduced by Mike Shifflet. Mr. Wethington communicated information about the proposed zoning change for the former Time-Warner site on E. Club Boulevard. He shared site plans and architectural draws for the AMPLE STORAGE FACILITY. He disclosed his position that the zoning of Light Industrial allowed a wide range of activities and that AMPLE STORAGE's physical plant and 24 hour security plans offered an attractive and neighborhood friendly usage. He described Lampe Management Company's dealings with the City Council subcommittees and attempts to hold meeting with the neighbors of the proposed facility. He shared that the conversations with the Ellerbe Creek Watershed Association focused on easement issues surrounding Ellerbe creek and Lampe Management Company's desire to work with ECWA. He requested that the Northgate Neighborhood Association endorse the zoning change.

Nancy Sowa and Susan Blanton with assistance from Susan's daughter and Amy Buchanan provided a "No-Cost and Low-Cost Energy-savings" workshop concluding with a Bingo-type review. Questions about the Northgate NERP project and the Clean Energy Durham program were answered. Additional information may be found at <http://groups.yahoo.com/group/NPNA/files/NERP/>

Old Business:

Ian Pond shared information about newsletter publication and website revision. In the interest of acquiring more complete information and efficient use of time, a consensus decision was made to conduct addition discussion about the website via the NPNA Board Listserve group. (Note: Procedures to conduct Board business online passed November 2010.)

New Business:

A motion was made and passed to support the zoning change sought by Lampe Management Company.

The meeting was adjourned at 8:55 pm

March 17, 2010

NPNA Thursday Night Meeting (7:00) Friendly City Civitan Club, Glendale Ave

Attending: Jeff Bakalchuck, Adam Shastak, Ian Pond, Katie Coyle, Jessi Larkins, Alice Kolacinski

Jeff Bakalchuck presided at the meeting.

No minutes or treasurer's report were approved because there was no quorum. Dan Singer, Treasurer provided the following financial information:

Beginning Balance:	2194.34	
Income	135.18	
Expenses:	747.58	(Halloween reimbursement, website expense, newsletter expense)
Ending Balance	1581.62	Membership—77

Ian Pond reported on the status of the website revision, noting that at present Line Dempsey had reactivated the <http://npna.org> site for public view. He reminded those present of his opinion stated previously in an e-mail on February 9, 2011:

Toban Penny (tobanpenny@yahoo.com;) and Jason Murtha (jason_murtha@yahoo.com) answered Ian's listserve request for help with the website. Toban and Jason are working on the creation of the website. We still need someone to be the webmaster. The webmaster will be responsible for maintaining and updating the website. A discussion about whether to include a list of recommendations of Northgate park vendor/service providers as discussed on the Listserve or limiting to the list to those included copies of the newsletters was inconclusive. No other decisions were made about the website during the meeting because there was no quorum.

Katie Coyle announced that the registration process for filing with the NC Department of State "Representing Agent for NPNA" was incomplete. She also announced that she would not be able to serve on the board next year and advised that we appoint someone else. Adam Shestak volunteered to be named Agent but no action was taken because there was no quorum.

The meeting was adjourned at 7:45.

Thus far, online discussion and following the on-line voting procedures resulted in the following decisions:

URL for the new website will be northgateparknc.org. The registering of the domain name fee for five years has been paid for by Ian Pond, who is registered as owner. He has provided the registration information to Toban and Jason, web creators and Alice, secretary. (Motion declared on 2/17/2011. Ballotting concluded 2/24/2011 6 of 8 votes approving.)

Hosting of the website will be provided by Hostgator for three years at a fee of (Motion declared on 3/1/2011 Ballotting concluded 3/2/2011)

April 21, 2011

NPNA Thursday Night Meeting (7:00) Friendly City Civitan Club, Glendale Ave. Durham NC

Attending: Ian Pond, John Tallmadge, Susan Brooks, Adam Shestek, Dan Singer, Mike Konvicka, Alice Kolacinski

Ian Pond presided at the meeting.

With no quorum, minutes were not read and approved

Treasurers Report: Financial Activity:

Beginning balance: 1581.62

Income: 50.15

Expenses: 0.00

Ending balance: 1631.77

Membership: 77 households

John Tallmadge of Triangle Transit presented information about how Triangle Transit is compiling data to fulfill a Designing Better Bus Service in Durham grant. The intent of the data collection is to give guidance for improving service while maintaining the current financial expenditure. He provided a survey for attendees. Triangle Transit also has an online survey:

<http://www.gotriangle.org/go-local/partners/designingbetterbus/>

No business was conducted because there was no quorum. Ian agreed to send email messages/requests to Board members about issues that need attention: planning the Annual Meeting, appointing a Nominating Committee.

The meeting was adjourned at 7:45pm

May 5, 2011

NPNA Special Board Meeting 7:00 pm at 112 Gresham Avenue, Durham NC

Attending: Michael Konvicka, Dan Singer, Adam Shestak, Carol Henderson, Line Dempsey, Ian Pond, Alice Kolacinski

Ian Pond presided.

This special meeting was called to provide face-to-face discussion and decision making about several issues. Attendance did achieve a quorum.

Items of Business postponed from previous meetings:

Mike Konvicka was authorized to investigate the interest level of a Northgate Neighborhood/MultiFamily Spring Yard Sale day and provide publicity via signs and Craigslist posting if he felt such publicity would be beneficial.

Adam Shestak was appointed to be the Registered Agent for the NPNA with the NC Department of State.

Sunday, June 5, 2011 is the date set for the Annual Meeting/Potluck. A tentative timeline of
Set-up – Games — Greetings Renewing membership to Register for Raffle 4:00 pm
Dinner – 5:00

Election / Installation of Officers , Business & Announcements 5:30

Ian Pond will followup with exact location and coordinate other aspects of the meeting.

Dan Singer will followup with raffle

Alice Kolacinski will set up the membership table.

A food budget of \$75.00 – \$200 has been set. Nancy Rizzo's help and advice will be requested. The nominating committee for the 2011-2012 slate will be Alice Kolacinski, Line Dempsey and Carol Henderson. Requests for nominations will be publicized via the list-serve and the Kiosk display. Present officers and Board members will be polled about their willingness to serve.

New/ Continuing Business:

A motion was made, discussed and passed to change the fee structure for membership from a set fee of \$10.00 to a pay-as-you can fee ranging from \$5.00 to \$15.00.

Line Dempsey agreed to co-chair the National Night Out event to be held the first week of August.

Bylaw revisions were discussed. It was decided that all Board members need to review not only the changes proposed but review the entire bylaws to consider any corrections necessary. The proposed changes on the floor at this time are: (Note RED ink indicates one suggestion. Blue a second.)

Article III Governance

Section 3.

Regular meetings of the Board of Directors shall be held at such times and places as determined by the Board of Directors. Special **in-person meetings** of the Board of Directors may be called (1) by the President, or (2) by any three members of the Board of Directors. **Special meetings may also be held online via email or other internet communication system, subject to administrative rules promulgated by the Board of Directors(omit this phrase).** Special online meetings may be called by any one member of the Board of Directors by posting to an online forum or electronic message service (as selected by the Board in advance) that is accessible to and will simultaneously notify all members of

the Board of Directors. Special online meetings are to be conducted according to the RULES FOR ONLINE VOTING BY NPNA BOARD* in Article VII of bylaws.

And

ARTICLE VII PROCEDURE

Section 1. Meetings of the Board and the membership shall be conducted in accordance with general principles of parliamentary procedure. The presiding officer shall decide all procedural questions, unless overruled by a simple majority vote of those present and voting, a quorum being present.

Section 2: RULES FOR ONLINE VOTING BY NPNA BOARD*

Rules of operation to be followed when conducting business online via the list-serve group set up specifically for the Northgate Park Neighborhood Association Board of Directors:

- Any member of Board of Directors can raise an issue or make a motion.
- Discussion may occur up to the next regularly scheduled Board of Directors' face-to-face meeting.
- Any other member may second a motion, once a motion is made.
- The time period for voting will begin after the motion has been.
- Voting takes place within 120 hours of when the time period for voting begins unless a Board member requests a 72-hour extension. Only one 72-hour extension is allowed.
- Members vote: yes, no, or abstain.
- o At least a simple majority of the Board would need to vote within the allotted time in order to establish quorum.
- o E.g., at least six (6) members of the 2010-2011 Board would have to vote, since six (6) Board members constitutes a simple majority of the 2010-2011 Board.
- A simple majority of the quorum decides the vote.
- o If more than quorum votes, a simple majority of the number voting carries the motion.
- o E.g., If 6 members vote, 4 must vote yes to pass a motion. If 8 members vote, 5 members must vote yes to pass a motion.
- After the vote has been taken, the president or vice-president will notify all Board members of the outcome of the vote.
- The secretary will insert a summary of the action into the next NPNA meeting minutes to publicize the decision.
- : The secretary will read the online decision for Board ratification at the next face-to-face meeting
- If no quorum is reached online or a decision is inconclusive, the motion will carry to the next face-to-face meeting as unfinished business.

Section 3: Rules for Approval of Minutes and Treasurer's Reports.

Because minutes need to be approved or corrected/approved before they are considered official and published; minutes will be uploading to the Listserve Minutes file after they have been approved either in a face-to-face or online meeting.

History Note: Typically, a secretary offers minutes to the body prior to publication so corrections can be made. Our minutes are not transcripts of the meeting, therefore; a majority of the board is responsible to make sure they reflect a reasonably inclusive and non-biased narration of events/ major decisions. When minutes are considered for approval via on line a quorum (defined as a simple majority of the Board of Directors) will need to read and offer approval in order for the minutes to be posted to the Minutes file. If a correction is needed — the process will need to be restarted at the point that the correction is offered. A simple majority of members of the Board of Directors will need to read the corrected version and offer approval of the corrected version in order

for the minutes to be posted to the Minutes file.

*These rules have been established by the NPNA Board of Directors pursuant to Section 3 of Article III of the NPNA Bylaws.

Meeting was adjourned at 8:45 pm

Date: June 5, 2011

NPNA Annual Meeting/Picnic; Northgate Park

In an online vote the following By-law amendments were approved:

Article III Governance

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Only one 72-hour extension is allowed.

- Members vote: yes, no, or abstain.
- o At least a simple majority of the Board would need to vote within the allotted time in order to establish quorum.
- o E.g., at least six (6) members of a ten (10) member Board would have to vote, since six (6) Board members constitutes a simple majority of a ten (10) member Board.
- A simple majority of the quorum decides the vote.
- o If more than quorum votes, a simple majority of the number voting carries the motion.
- o E.g., If 6 members vote, 4 must vote yes to pass a motion. If 8 members vote, 5 members must vote yes to pass a motion.
- After the vote has been taken, the president or vice-president will notify all Board members of the outcome of the vote.
- The secretary will insert a summary of the action into the next NPNA meeting minutes to publicize the decision.
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Date: June 5, 2011

NPNA Annual Meeting/Picnic; Northgate Park

(Adults) Attending:

Amina Johnson, Katie Rose Gumby, Cheryl Shiflett, Mike Shifflet, Dan Singer, Glenna Maynus, Martha Dyer, Jeanine Tregay, Wendy Tregay, Sam Heard, Mark Ambrose, Jeff Bakalchuck, Amy Jordan, Rebecca Gibson, Line Dempsey, Terri Dempsey, Katie Coyle, Wade Wall, Ian Pond, Carol Henderson, Jason Murtha, Amanda Murtha, Stephanie Usery, Fred Parham, Joleen Soukup, Karyn Stoeckl, Bob Kucera, Lara Eventides, Chad Eventides, Bernie Page, Joel Wright, Kristin Wright, Nancy Rizzo, Alice Kolacinski, Terry Kolacinski

Jeff Bakalchuck presided and presented the following awards:

President's Award, to Katie Coyle for her service to the board

Good Neighbor Award, to Donald Clary for his work on the Halloween event

A raffle was held for a certificate from King's Red and White – Fred Parham won the raffle.

Candidates for the new Board of Directors:

Jeff Bakalchuck (past President)

Line Dempsey

Rebecca Gibson (Secretary)

Alice Kolacinski

Ian Pond (President)

Adam Shestak (Vice President)

Dan Singer (Treasurer)

The candidates for the new Board of Directors were approved unanimously, and the meeting was turned over to Ian Pond, who thanked the outgoing President and Board, describing Northgate Park as a caring community where people are involved and engaged. The business part of the meeting was concluded, and everyone had a wonderful time at the picnic.

June 16th, 2011

NPNA Thursday night meeting (7 pm) 112 Gresham Ave.

Attending: Jeff Bakalchuck, Rebecca Gibson, Alice Kolacinski, Adam Shestak, Dan Singer, Ian Pond and Carol Henderson.

Ian Pond presided at the meeting.

The minutes from June 5th (annual meeting) have been approved by email vote.

Treasurer's Report:

Financial Activity (May 19 – June 15, 2011)	
Beginning balance:	1641.90
Income:	320.09
Expenses:	718.32
Ending balance:	1243.67

Ian mentioned that we have about 75 members out of 1200 homes.

Synopsis:

We read through the by-laws to get the board oriented, and discussed the general organization of meetings. Ian reminded us that our objective should always be to add value in some way to the life of the neighborhood. We discussed upcoming meeting agendas, and the Sustainability Fair/Free Swap Day. We've generally agreed to try to more clearly separate community events from board business.

Tentative Agenda Topics:

- July 21 Board Meeting Agenda: Committee heads/expectations
Website
- Aug 18 Board Meeting Agenda: Membership (how to increase)
- Sept. 22 Board Meeting Agenda: Newsletter: content/cost/advertising rates
- Oct. 20 Board Meeting Agenda: Bylaws
- Nov. 17 NO MEETING (Perhaps a potluck?)
- Dec 22 NO MEETING
- Jan 19
- Feb 16 Board Meeting Agenda: **Set annual meeting date and submit fee waiver**
- April 19 Board Meeting Agenda: Reserve picnic shelter for annual meeting;
Appoint nominations committee
- May 17

Neighborhood Business - Old:

We discussed some ideas about ways to get more businesses as members, and networking for businesses that are members (discussion of the general advantages, or lack of advantages, to membership).

Neighborhood Business - New:

We briefly discussed National Night Out (in August), considering ways to make it a kind of safety awareness month. Boomer is in touch with Steven Hall, the new crime prevention officer, and perhaps he can be invited to speak at a neighborhood event before one of the board meetings.

Free Swap Day

Tivka Adler is organizing a neighborhood “swap day,” in a sustainability fair style. She asked for NPNA sponsorship for the event. It will be held in late July or August. *(ETA: After further email discussion, it looks like this will be postponed until fall.)*

Boomer moved to ask the Civitan Club for the venue for the event, co-sponsored by NPNA. Alice seconded the motion. All voted in favor.

We’ll need to staff an NPNA membership table at the event.

We also discussed our relationship with the Civitan Club and agreed that it would be good to see if we can help them out: we thought about award plaques, planting a flower bed... also perhaps offering free ad space in newsletter, and maybe helping out with extra volunteers for one of their events.

Board Business - Old:

We did a cost summary review of the last two years.

Other agenda items briefly discussed/scheduled as later agenda items:

- We should probably review/amend by-laws once a year

- A pot luck would be nice around the holidays

- Committees

- Let’s consider the newsletter – length, frequency, etc. – and find ways to control the cost.

- National Night Out – some brief discussion

- The new website

Board Business - New:

Suggestion: get the agenda for board meetings published on the list serve ahead of time.

Some discussion of EIN # re new bank account; might need to get some papers signed at the next meeting

Meeting was adjourned at 9 pm.

Date: August 18,2011

NPNA Thursday Night Meeting (7:00 pm) Friendly City Civitan Club,
Glendale Ave

Attending: Ian Pond, Jeff Bakalchuck, Adam Shestak, Mike Shifflett, Nancy Rizzo, Nancy Kneephen, Jeanine Tregay, Alice Kolacinski,

Ian Pond presided

Approval of Minutes was postponed until September

Treasurers Report :

Financial Activity: Beginning balance: \$1343.80
Income: 70.10
Expenses: \$ 207.86
Ending balance: 1206.04
Number of Members: 46 Individuals

Dan Singer reported that the transfer of funds to Cardinal State was proceeding in a timely manner and the EIN (EmployerID Number)is .

Guest speaker, Jason Scheiss, DPD Analytical Services Manager gave a presentation about crime analysis and prevention based on crime mapper technology that can give information about crime in the locality of your home, RAP. The slides from the presentation about RAP (Resident Awareness Program) are available online via the NPNA Listserve

"Files" folder:

RAP and RAIDS Presentation.pptx Durham Police Powerpoint
Presentation on Resident Awareness Program given at neighborhood event on 8/18/11

New Business

INC Resolutions

NPNA will vote on whether to support the following three resolutions presented to the Inter-Neighborhood Council by local neighborhoods:

1. Bring Our War Dollars Home Now
Calling on the US government to end the wars in Iraq and Afghanistan and bring war dollars home now
2. General Assembly debate to propose a referendum to vote on aspects of gay/lesbian marriage.
3. Open Space Resolution presented by will wilson
Petitioning the City to execute an Environmental health Survey

The Board decided to have our representative to abstain as our vote on these resolutions.

Old Business (Continuing Business)

ECWE

Mike Shifflett reported that the rezoning for Time-warner property conversion to a Storage Facility had passed. Fall projects affecting Ellerbe Creek watershed include the September 10 and December 10 Park Cleanup and the October 1st Clean Sweep.

Discussion about membership and Newsletter advertising rates was

tabled.

Meeting was adjourned at 8:45 pm.

September 15, 2011

NPNA Thursday Night Meeting (6:30) Friendly City Civitan Club, Glendale Ave, Durham NC

Attending: Jeanine Tregay, Susan Brooks, Dan Singer, Adam Shestak, Michael WM. Shiflett, Ian Pond, Nancy Kneephen, Alice Kolacinski

Ian Pond, President, presided at the meeting.

Minutes of August meeting were submitted by Alice Kolacinski, past secretary and approved.

Treasurers Report: Financial Activity:

Beginning balance:	\$1206.04
Income:	175.28
Expenses:	207,86
Ending balance:	1173.46

Membership: Households 44 Commercial 1

Old Business:

Dan Singer, treasurer described the status of the change in banks. He expects that it will take up to 90 days to conclude the transition. We have received monies through PayPal since the new website went live.

Mike Shiflett reminded the attendees that the Fall clean up addressed the clean up of Hurricane Irene's damage. The next major clean up effort will be joining in the Big Sweep on October 1, 2011. The Winter cleanup is scheduled for December 10, 2011

The Board acknowledged the on-line decision to donate \$50.00 to the "Chalk Around the Park" expenses via the online process started on September 1 and concluded on September 3, 2011.

New Business:

Line Dempsey, Halloween Festival Chair reported via online

Update: Halloween (2700 block of Elgin). Mr. Donald Clary had gotten the paperwork to block off the street again (from 5:00pm until 9:00pm) with festivities starting at 5:30 till 8:30. The event will be on MONDAY, October 31 (any other day just wouldn't be halloween...) Only Burger will be coming out (hopefully a little early so that people working the event can grab a bite to eat). Again, we are asking for a \$200 budget (like last year) of which they will turn in receipts. My understanding is that the entire amount was not needed last year.

The Board approved the \$200 budget request.

Nancy Kneephen reported on the INC meeting. The group discussed the proposed INC resolution to support Transportation Tax Referendum. Based on face-to-face and online discussion of the measure, the board voted to support the measure.

The remainder of the meeting was focused on the issues of increasing membership and revising the newsletter advertising rate. Ian took the task of summarizing the discussion for review by the board, publishing the information about the changes and implementing the changes.

The Board approved the following rate for newspaper to take effect immediately:

# of Issues	Member/non-profit Rate	Other/commercial Rate
1	\$30	\$45
2	\$50	\$75
3	\$65	\$97.50
4	\$75	\$112.50

We agreed to increase membership levels to include individual, corporate and Sponsor with rates of:

	Individual	Corporate	Sponsor
2010	10	15	NA
2011	5-15	20	100

The meeting was adjourned at 8:15 PM

Minutes of the NPNA meeting held on October 20th 2011

at the Friendly City Civitan Club, Glendale Ave

1. Attending:

Board Members (quorum four): Rebecca Gibson, Adam Shestak, Alice Kolacinski, Ian Pond

Residents: Jeanine Tregay, Nancy Kneepkens, Mike Shiflett

Guests: Chris Dreps ECWA

Meeting presided over by Ian Pond and called to order at 7.10pm

2. Minutes of the last meeting were not available

3. Community Topics discussed:

Chris Dreps presented ECWA's mission and appealed for membership from Northgate Park residents. At least 18 residents are current members.

Ellerbe creek is the most polluted flow in to Falls Lake

NPNA voted to join ECWA and the \$25 membership fee was collected via a whip around

Proposal to announce ECWA and INC membership on Newsletter heading

ECWA article for the newsletter to be submitted by Chris with membership application form

ECWA annual meeting 12th November

Chalk Walk a great success and spent none of the money offered!

Discussion around how to communicate with those not on the listserv, writing an article on volunteering for the newsletter and seeking volunteers for difficult-to-deliver newsletter routes.

4. Treasurers Report:

Detail not available

5. Any Other Business - none

6. Topics scheduled for discussion at the next meeting

No meetings scheduled for November or December

October has Yard Sale and Halloween party

December will see park clean up

Luminary sale to be scheduled for 11th December with 18th as rain day

The meeting was adjourned at approximately 8.30pm