

Northgate Park Neighborhood Association Board Meeting Minutes
July 19, 2018

Board Members present: **Alice Kolacinski, Dan Singer, Deb Hawkins, Ian Pond, Jeremy Jorgensen, Keith Cochran, Mike Shiflett, Sue Gilbertson, Tom Melby**

Residents present: **Donna Cronce, Cheryl Shiflett**

Emailed prior to meeting:

June minutes, June Treasurer's Report, revised Draft Budget 2018-2019, Updated Committee List, NPNA FTR extraneous organization policy, financial review committee suggested NPNA financial rules (2 sections)

7:02 PM Chaired by Jeremy, called to order

Approval of Minutes for June meeting accepted as issued

Treasurer's Report accepted as circulated.

Financial Summary

Report period: June 1-30, 2018

Fiscal period: April 2018 - March 2019

Memberships: 78 (current, since April 1st)
 1 (pre-paid for next membership year)

Operating fund:

Beginning balance: \$ 2953.58
 Income: \$ 183.00
 Expenses: \$ -837.51
 Transfers: \$ 0.00
Ending balance: \$ 2299.07

Contingency fund:

Beginning balance: \$ 4090.90
 Income: \$ 5.01
 Expenses: \$ 0.00
 Transfers: \$ 0.00
Ending balance: \$ 4095.91

Note: as a follow up to membership count discussion, we have 1104 homes listed on the newsletter route spreadsheet. We add 15 more for businesses and order 1150 giving 31 spares for FTRs etc. The newsletter is self-supporting at this time and considered a service to the community.

Committee/Liaison updates and reports:

Budget Motion passed to accept as circulated with the budget comprising three months actuals, whatever happens in July plus eight months forecast based on LY actuals. The current forecast shows a drop in year-end balance of just \$77 across the year.

National Night Out, Tues Aug 7th Mike committed to keep expenses under budget. Email exchange on cost details between Deb/Mike to be shared with Board. All arrangements on target. Cannot use NNO in any NPNA promotional materials. Freebies will be available from DPD for distribution to residents. Looking for a volunteer for membership table

NPNA FTR external organizations policy. Policy link was previously circulated by Dan. Wording changes were discussed with a decision to take further discussion offline and push the policy vote forward to August. Edits/comments to be forwarded to Dan.

Annual Financial Review Guidelines. Guidelines were distributed by Bernie ahead of the meeting. Proposed wording change to balances held in checking/money market discussed.

If expenses are likely to exceed budget, current proposal is to complete an approval form – discussion around need for form, response timing, composition of committee, whether budget is hard coded and cannot be exceeded etc.

Credit card record requirements should specify which statements are required.

Proposed wording to be revisited and brought back to the Board.

New Business

Dog leash signs. On hand and awaiting passing to P&R. Expenses submitted.

INC - Record that on line vote was held re INC motion regarding playground mulch. Vote was no. Deb was heckled when submitting that vote at the INC meeting.

Announcements

Bylaws meeting Tues July 31st at 10:00am to restructure format. Send email to Alice for link to document
Colonial Village skipped their July meeting but will meet in August.

8:14 PM Meeting adjourned