



## Meeting Minutes

### Glen Meadow Board of Directors Meeting 6:45 p.m., Tuesday, October 3rd 2017

Directors in attendance: Anna Schiller, Beverly Pryor, Danny Luedecke, Heather Martin, John Stevenson, Melissa Wolf and Susan Nurre.

7:00pm Call to Order: Susan Nurre

#### Welcome New Members

Danny Luedecke and John Stevenson are new members to the board of directors

#### Officer Election & Committees

- President – Susan Nurre
- Vice President – Remains open until the position can be filled
- Secretary – Melissa Wolf
- Treasure – Heather Martin

Decision was made to reorganize the areas for more defined committees. Identifying one person to lead/chair the committee to ensure information is reported to the board at each meeting.

- Beautification – Anna
  - Parks – Anna, with the help of Lisa
  - Yard of the Month – Sandy/Anna
  - Entrance Signs – Al
- Civic Affairs – Al
  - Crime Watch – Sandy
  - VIP – Peggy
  - Education – John
- Membership – Danny
  - Welcome Committee – Danny
  - Block Captain Coordinator – Danny
  - Directory – Melissa
- Communications
  - The Voice – Susan
  - Webmaster – Melissa

Motions were made to approve the new committees and the officers. Both motions received a second and were approved.

There were also discussions to streamline the board meetings. Meeting should be used for decision making and approving budgets. Detailed planning should be done outside of the meetings, using the meeting for a quick update.

If you have anything to report at an upcoming Board meeting, please send a high-level report to Melissa and Susan by Friday prior to the meeting. This allows the topic to be included in the agenda distributed on Monday before the meeting.

### **Events:**

Event chair(s) will know the budget for planning. Chair will be responsible for gathering ideas from past events and asking for help.

- We need cost-effective, people-engaging, neighborhood-building events.
- Use Nextdoor and our member email database to get more neighbors engaged in the planning and implementing the events. Need to get more people involved and not burn out the Board members.
- At the meetings, provide a quick update/overview to the Board. Address any needs or help. Ideally, Chair will review this high-level report and ask for decisions needed from the Board.

### **Budget**

Reviewed the proposed budget:

- Remove the Sign Maintenance/Demo – Covered with savings
- Gooch/Marsh – donations are offset by Garage Sale profits
- Annual meeting has savings from '16-'17. Having the meeting at the school had no costs associated. Roll the \$1200 into '17-'18 budget and add \$800 for Fall Social and \$400 for Ihop dinner for VIP members of 1+ Year of service.
- Increase Halloween Event and Flag Day event to \$900 (was \$600)
- Decrease It's My Park Day to \$200 for Spring & Fall (Previously \$300)

Heather motioned to approve the budget, Anna Seconded. Budget was approved.

Additional items covered:

- Heather requested the actual membership record keeping be removed from the Treasure duties.
- Heather will propose an option for annual memberships.
- There were discussions about the current fiscal year vs a calendar year, to change it would need to be a voting topic at the annual meeting.
- Directory – needs to be created/distributed at the same time every year.

### **National Night Out**

Discussion was postponed. Al was working with Walmart on their agreement to help cover a portion of the NNO block parties. There was one party scheduled this night which was why Sandy was absent.

### **Halloween at the Park**

Saturday 10/21 from 2P-4P Event will have face painters, a bounce house and a hayride. Will have Pizza and Popcorn. Extra generator was secured to prevent blowing a fuse again this year. Will have a pumpkin decorating contest. Anna Needs (2) Ice chests, (5) folding tables. The event will be posted on next door. (10) new signs were ordered for \$178. Would like to propose moving the event to dusk next year. Anna requests all help to arrive at noon for set up and decorations.

### **Park Day**

Scheduled for 11/4 and will post the details on next door. Lisa to assist Anna.

### **Adult Social**

Saturday, November 4<sup>th</sup> at 7 pm. Event will be at the Rosser Clubhouse. This event will be before our next meeting so everyone should reach out to Lisa with ideas and offers to help. We decided not to ask Jennifer Gates or someone from the city to talk. One suggestion was to find a local comedian as entertainment. Idea of games, including the September icebreaker. Will reach out to Walmart to see if they can pitch in on food and drinks.

### **Walk/Dog Trail**

Al presented to Glen Cove. Al/Anna to propose a second water fountain. Also need repair of electrical box.

### **Directory Distribution**

Melissa will coordinate and organize the distribution to members. It will be similar to the last time, divide by street and get volunteers to deliver.

### **Board Member Updates (left off if no update):**

Secretary's Report: Melissa Wolf

- Moved to approve the September 5th, 2017 Board of Directors Meeting Minutes. The motion was seconded and approved.

Beautification: Anna Schiller

- Only (2) Yard of the Month winners. One of the signs was stolen. Awarded only two until the sign can be replaced.

Membership:

- Danny proposed a Membership drive idea. Concept is "You have been flocked". A neighbor can pay to have another member flocked with (50) pink flamingos. The costs would cover the neighbor's membership for a year. If already a member the money would go to the local schools. Danny will present a plan at the next meeting.

Announcements:

- Next Board of Directors meeting 6:45 p.m., Tuesday, November 7th, 2017 at the home of Melissa Wolf

Motion for Adjournment

Respectfully submitted,  
Melissa Wolf/Secretary

Attachments:

Proposed budget  
Social Calendar

**Glen Meadow Neighborhood Association  
PROPOSED BUDGET FOR 2017-2018**

As of 8/10/16

	2016-2017		2016-2017		2017-2018	
	APPROVED BUDGET	YTD Actuals	Rest of Year Expected	Full Year Proforma	PROPOSED BUDGET	2015-2016 Budget Comments
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Membership Dues	7,000.00	5,845.00	1,155.00	7,000.00	7,000.00	200 memberships @ \$35 each
Additional Contributions	0.00	150.00		150.00	0.00	None expected
Interest	20.00	19.65	1.80	21.45	20.00	Bank interest
Advertising Sales	5,600.00	5,130.00	1,400.00	6,530.00	6,240.00	4 issues of Voice @ \$1,560 each
Special Events Income	320.00	480.00		480.00	400.00	40 garage sale spots @ \$10 each
<b>Total Income</b>	<b>12,940.00</b>	<b>11,624.65</b>	<b>2,556.80</b>	<b>14,181.45</b>	<b>13,660.00</b>	
<b>Expense</b>						
<b>Business Expenses</b>						
Bank Fees	60.00	51.24	15.84	67.08	60.00	PayPal/Square fees
Corporate Filing Fee	25.00	0.00	25.00	25.00	25.00	State of TX filing
<b>Total Business Expenses</b>	<b>85.00</b>	<b>51.24</b>	<b>40.84</b>	<b>92.08</b>	<b>85.00</b>	
<b>Community Service Projects</b>						
Gooch/Marsh	1,500.00	710.00	200.00	910.00	400.00	School Contributions
Park/Sign Maintenance	200.00	0.00	0.00	0.00	2,300.00	Sign Maintenance/Demo
VIP Patrol Expenses	100.00	11.03	0.00	11.03	50.00	Cell minutes, patrol light, misc
Community Service - Other	0.00	200.00	0.00	200.00	0.00	No planned teacher luncheon
<b>Total Community Service Projects</b>	<b>1,800.00</b>	<b>921.03</b>	<b>200.00</b>	<b>1,121.03</b>	<b>2,750.00</b>	
<b>Operations</b>						
Welcome Packets	400.00	150.46	0.00	150.46	400.00	Welcome Packets
Board Meeting Expense	250.00	99.32	75.00	174.32	250.00	10 meetings at \$25 each
Delivery of the Voice	880.00	750.00	250.00	1,000.00	1,000.00	4 deliveries at \$250 each
Internet Connection	300.00	95.53	200.00	295.53	300.00	GoDaddy, Office 365 renewals
Membership Directory	400.00			0.00	400.00	Printing
Misc. Other Costs	150.00	100.00		100.00	150.00	Bricks, misc
Office Supplies	300.00	341.41		341.41	300.00	US postal stamps, check printing
P. O. Box Rental	200.00	180.00		180.00	200.00	PostNet 1-year renewal
Postage, Mailing Service	900.00	0.00		0.00	400.00	Postcard mailing for neighborhood
Printing and Copying	5,400.00	3,829.80	1,350.00	5,179.80	5,400.00	4 issues of Voice @ \$1,350 each
<b>Total Operations</b>	<b>9,180.00</b>	<b>5,546.52</b>	<b>1,875.00</b>	<b>7,271.06</b>	<b>8,400.00</b>	
<b>Special Event Expenses</b>						
<b>Adult Socials &amp; AGM</b>						
Spring Adult Social	1,500.00	1,408.32		1,408.32	1,200.00	Casino/game night
Annual General Meeting	1,200.00	0.00	1,200.00	1,200.00	500.00	Refreshments, rental
<b>Neighborhood Events</b>						
National Night Out	750.00	208.57		208.57	500.00	10 Block Parties @ \$75 each
Spring Fling or Picnic	1,000.00	1,106.09		1,106.09	1,000.00	Refreshments
<b>Kid Events</b>						
Halloween Parade	600.00	717.60		717.60	600.00	Piñatas, candy, games
Flag Day Event	1,600.00	848.21		848.21	1,000.00	Refreshments, games
<b>Community/Park Events</b>						
Community Garage Sale	100.00	302.29		302.29	100.00	Misc expenses/Signs
Its My Park Day - Spring	300.00	315.65		315.65	300.00	Plants, supplies
Its My Park Day - Fall	300.00	119.52	113.15	232.67	300.00	Plants, supplies
<b>Total Special Event Expenses</b>	<b>7,350.00</b>	<b>5,026.25</b>	<b>1,313.15</b>	<b>6,339.40</b>	<b>5,500.00</b>	Amount will include VIP thank you dinner, need to reallocate details
<b>Total Expense</b>	<b>18,415.00</b>	<b>11,545.04</b>	<b>3,428.99</b>	<b>14,823.57</b>	<b>16,735.00</b>	
<b>Net Ordinary Income</b>	<b>(5,475.00)</b>	<b>79.61</b>	<b>(872.19)</b>	<b>(642.12)</b>	<b>(3,075.00)</b>	
<b>Net Income</b>	<b>(5,475.00)</b>	<b>79.61</b>	<b>(872.19)</b>	<b>(642.12)</b>	<b>(3,075.00)</b>	

## 2017-18 GMNA Events

Date	Event	CHAIR	Description
Any day in October	National Night Out (block parties)	<b>Sandy</b>	Grab your block neighbors for this family event that you plan yourselves! National Night Out is a cohesive effort to promote involvement in crime prevention activities and neighborhood camaraderie. The GMNA will reimburse up to \$75 per block for expenses (so save your receipts). Plan to take pictures and share your stories with <i>The Voice</i> and the GMNA website
Saturday, October 21	Halloween	<b>Anna</b>	Be part of a scary parade of kids (and maybe adults) in costume! Register at the park, follow the parade route, and then return to the park for music and prizes. If you want to help plan this event, contact <a href="mailto:events@GlenMeadowNA.org">events@GlenMeadowNA.org</a>
Saturday, November 4	It's My Glen Meadow Park Day	<b>Anna/ Lisa</b>	Join your neighbors in cleaning up Glen Meadow Park for fall and winter activities.
Saturday, November 4	Adult Social	<b>Lisa and ?</b>	<span style="color: red;">Can we get Jennifer Gates, or someone from the city to talk about the park plans, to speak before a night of cocktails and food? And will someone volunteer to cochair?</span> We can use the icebreaker prepared for the General meeting as the Sept format didn't lend itself to the activity. We had too many other things to explain that there wasn't really a good time for the icebreaker.
Saturday, February <span style="color: red;">Feb 10</span>	Adult Social	<b>Rusty?</b>	Time to mingle with your adults-only neighbors at our annual Casino Night party!
March (TBD)	It's My Glen Meadow Park Day	<b>?</b>	Join your neighbors in cleaning up Glen Meadow Park for spring activities. Date set by City of Dallas
Sunday <span style="color: red;">April 28</span>	Spring Fling	<b>?</b>	A neighborhood event in the park to help Glen Meadow welcome the Spring with neighbors, music, food, and fun! <span style="color: red;">Repeat of the petting zoo?</span>
Saturday <span style="color: red;">May 12</span>	Community Sale at Gooch	<b>?</b>	Pay for a parking spot, set up a table and sell! Proceeds from space rental will be split with the Gooch PTSA – you get to keep money from whatever you sell!
Sunday <span style="color: red;">June 17th</span>	Flag Day Celebration	<b>?</b>	Roll out the red, white, and blue for the neighborhood! This event is for everyone as we celebrate our country! <span style="color: red;">Repeat of the water slides and snowcones.</span>
Tuesday or Thursday, September <span style="color: red;">Tues Sept 18</span>	Annual Meeting	<b>?</b>	The Annual Meeting is being moved to a weeknight in 2017 and is used to help the GMNA wrap up another successful year and elect new Board members for the coming year.
Any day in October	National Night Out (block parties)	<b>?</b>	Grab your block neighbors for this family event that you plan yourselves! National Night Out is a cohesive effort to promote involvement in crime prevention activities and neighborhood camaraderie. The GMNA will reimburse up to \$75 per block for expenses (so save your receipts). Plan to take pictures and share your stories with <i>The Voice</i> and the GMNA website
October <span style="color: red;">Sun October 21</span>	Halloween	<b>?</b>	Be part of a scary parade of kids (and maybe adults) in costume! Register at the park, follow the parade route, and then return to the park for music and prizes. If you want to help plan this event, contact <a href="mailto:events@GlenMeadowNA.org">events@GlenMeadowNA.org</a>

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Saturday,  
November  
TBD

It's My  
Glen  
Meadow  
Park Day

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Join your neighbors in cleaning up Glen Meadow Park for fall and winter activities.

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Saturday,  
November  
Nov 10

Adult  
Social

?

Time to mingle with your adults-only neighbors.

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