

Minutes
Drake Neighborhood Association Board of Directors Meeting
Holiday Inn Express, 25th St.
Feb 9, 2011

Attended: Bill Cappuccio, Cyndi Chen, David Courad-Hauri, Trish Davis, Kendall Dillon, Deric Gourd, Kristina Johnson, Eldon McAfee, Dolph Pulliam, Claudia Schabel, Jennifer Thompson, Kevin Venhaus,

Excused: Dean Blum, Betsey Qualley

Absent: Bruce Wilson

Guests: Justen Jones of Habitat for Humanity, Officer Tina Kaylar, Officer Scott Whittaker

- I. The meeting was called to order at 6:59 p.m.
- II. The minutes were approved by voice vote as distributed on a motion made by Deric and seconded by Kevin Venhaus.

III. NBSD Report:

Officer Scott Whittaker introduced Officer Tina Kaylar, who was recently assigned to the Traffic Unit and will be taking over the west side. Officer Kaylar is a twelve-year veteran of the police force. Claudia Schabel offered to provide her with the contact information of the board members. Officer Kaylar can be reached at 271-4650.

IV. Financial Report:

In Dean Blum's absence, Claudia reported that there was very little budget activity this month.

V. RCD Update:

Kendall Dillon reported on the Jazz in July plans that she and Deric have been working on in conjunction with the Roosevelt Cultural District and Waveland Neighborhood Association (WNA), coordinated by Metro Arts. The WNA Board has decided not to continue with plans to co-sponsor a Jazz in July event with DNA and RCD. WNA will organize a Jazz in July event on its own, scheduled for July 9. Drake University is also planning a Jazz in July event. The DNA Board decided to continue to partner with RCD for a third Jazz in July event. Location is to be behind the Shops at Roosevelt or on the grassy area just south of the shops. By a show of hands, the DNA Board decided to hold it on Monday, July 11. No commitments were made concerning DNA's financial contribution to the event, but plans were made to encourage strong volunteer support.

VI. Historic Drake Update:

Jennifer James and Steve Wilke-Shapiro sent Claudia an update on the historic survey, which will be circulated to Board members by email. Claudia discussed the consultant's presentation to the Historic Commission concerning the survey. 150 hours of volunteer work have gone into the survey so far, out of 300 hours total required by the terms of the grant. The consultant has uploaded pictures to the website for identification.

VII. Recordkeeping: Drake University Libraries

Jennifer Thompson reported that Drake University's library staff are interested in seeing the DNA Board's archivable materials. Currently the materials are being stored in various places and are not consistently organized, so the library may be able to offer a way to organize the materials better and improve their longevity. The Board should consider whether there are any materials that should not be available for public viewing. Jennifer will meet with the library staff in late February to discuss the materials and what can be done with them, and should get a sample of the material from Vince.

VIII. Drake Farmer's Market sponsorship request

In Dean's absence, the year's sponsorship requests were tabled, but the Drake Farmer's Market sponsorship request required action since at the last meeting the first of two votes was taken concerning the request. As of January's meeting, Dean was going to ask for more information about the Market's plans for the money requested; since Dean was absent, this information was not available for the Board to consider. Bill Cappuccio and Kevin Venhaus pointed out that greater communication between the Market and DNA is desirable and necessary. The Board voted to sponsor the Market with an \$800 grant on a motion made by Eldon McAfee and seconded by Kendall Dillon. Dolph Pulliam abstained.

IX. Announcements

Deric Gourd reported that the Neighborhood Revitalization Board approved the neighborhood plan today. Next the plan must be approved by the City Council and Polk County. Conversations are afoot concerning a project manager who will implement the plan.

Dolph Pulliam reported that Bill Cappuccio sent out an e-blast concerning help with snow removal for seniors and disabled people, and that some people had availed themselves of the help.

X. Committees/Subcommittees Matrix

After extensive discussion, the Board adopted the following committees by voice vote on a motion made by Bill and seconded by David. It was stipulated that changes to this structure may be made in the future if needed. Subcommittees may be defined by each committee in accordance with its scope and the wishes of its members. DNA Board members are to communicate with Claudia by Feb. 28, 2011, concerning which committees they plan to join.

- a. Governance (includes crime and safety, zoning)
- b. Housing (includes the historic survey and rentals)
- c. Marketing & Communications (includes membership, newsletters, website)
- d. Parks & Trails (includes community gardens)
- e. Events (includes volunteer coordination)

Several observations were offered concerning the work of the committees:

- a. Claudia said that Erica Luna is interested in serving as volunteer coordinator and would also like to attend board meetings.
- b. Deric said that RCD, Drake Area Business Association, and Dogtown would like to have a liaison to the DNA Board. DABA is responsible for some of the tasks in the neighborhood plan. A liaison position could be created to improve communication and help ensure that DABA completes its tasks.

- c. Trish said that the Events Committee should compile how-to information for each event so that new members can easily get started.
- d. Claudia noted that a shared online workspace will be set up soon.
- e. Trish pointed out that there will be many events in April for DNA to coordinate, including Scrub Day on April 9, the water station on April 30 (coordinated by Tim), the parade on April 16 (using Eldon's truck & trailer, Kevin will coordinate the sign, and others need to help decorate), and a quarterly meeting. There needs to be coordination with members concerning Scrub Day.

XI. The meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Jennifer Thompson