

 **Monthly Board Meeting Minutes**

 Tuesday, June 16, 2020 at 7 p.m.

 (Via Tele-Conference)

Board Members: President Ed Murashie

 First Vice President Julie Humphreys

 Co- First Vice President Tracey Stein

 Second Vice President Chris Switzer

 Co-Second Vice President Nanci Zinngrabe

 Secretary Angel Barnes

 Treasurer Craig Kalthoff-Patti

 Parliamentarian Erik Hernandez

 Co-Parliamentarian Ellen Koldewey

 Communications Director Marc LaFont

 Social Director Tammy Heider

 Membership Director David Buster

 Membership Co-Director Jeffrey Katz

 Home Tour Director Sandy DeAngelis

**Board Meeting Call to Order** – The June FPNA Board Meeting was called to order at 7:05 p.m. with all the above Board members in attendance, including Parliamentarian-Elect Beverley Schauwecker reporting in her capacity as Co-Chair of the Historic Resources Committee. Also attending tonight’s meeting were neighbors Kevin and Lauren Marshall of Riverside Drive.

**Approval of the *May 19, 2020* *Monthly Board Meeting Minutes*** was made by David and seconded by Chris; all were in favor.

**Public Comments –** Kevin wanted us to know how impressed he was with the City’s Public Works Department’s response time when he used his “mySantaAna” App to report damage to the Heliotrope street sign caused by what appeared to be a tree limb after some heavy winds. It has already been repaired and re-installed.

A rave review of the June Newsletter was received from David and Linda Chappel on Santa Clara. In fact, the Newsletter has generated such excitement that this one and the prior issue are being entered in the NATIONAL Neighborhood Newsletter Competition !

Neighbor Tony Sherman sent the Board an extensive email which he submitted to Floral Park’s Next Door email address on June 5 following a posting on the FPNA Next Door website. Originally, Tony was under the mistaken impression that the LGBTQ flags distributed or seen in Floral Park were obtained with FPNA funds.  Tony was informed by Communications Director Marc LaFont that the flags were donated and not purchased with any FPNA funds.

Tony had no objection to FPNA recognizing Pride Month, but he wanted to assure that we recognize the months established for honoring other specific groups as well. Consequently, Tony provided a list of all of them. Marc e-mailed Tony that FPNA has already recognized Black History Month, Hispanic Heritage Month, Asian/Pacific Islander Heritage Month, and others in *Historic Floral Park* on Facebook. Tony was thanked for his interest in assuring neighborhood inclusion.

**Secretary –** Angel Barnes

All is quiet; since our last meeting, the FPNA P.O. box contained only two notices from the Franchise Tax Board which the Secretary promptly delivered to the home of the Treasurer.

**President** – Ed Murashie

(See *New Business*)

**1st VP - Scholarship and Sponsorship** – Co-Chairs Julie Humphreys and Tracey Stein

How and when the Scholarship and Charity winners will be physically awarded this year is yet to be determined

Scholarship Committee member Wayne Suraci downloaded and printed all of the electronically submitted applications. The Committee meeting to review the applications was being planned, the thought being that a physical meeting would make collaboration a little easier. The Newsletter outlined the Sponsorship Committee’s goals to award 16 scholarships and make donations to 4 or 5 charitable organizations. Once the date for their first meeting is set, they will again elicit recommendations for charitable donations.

**2nd VP – Beautification Committee** – Chris Switzer and Nanci Zinngrabe

Volunteers trimmed the roses at the Entrances and Exits and the City pulled the weeds that come in with their mulch.

All the caterpillars and butterflies which we were delighted to see in Sarah Mae Downie Park last month, met their unfortunate demise when the City applied weed killer to every planter box. Ron Ono was contacted and he promised to order his staff to stop spraying in the park, provided that we keep the weeds under control. Consequently volunteers weeded the butterfly garden and mulch was applied. When they complete the weeding of the other areas, the remaining mulch will be spread. Herbs will ultimately be planted.

Thanks to committee member Robin Hipolito, who released a dozen Monarch butterflies in the Butterfly Garden, which now boasts at least four different species.

No new heart stones, however, we will ultimately lay about nine new Legacy Award stones. Considering that they are on the ground, the recipients’ names on the last batch is in such a small font that the names can barely be read from a standing position. They really need to be removed and replaced. Before using the same provider, and since there is no hurry, Angel volunteered to first contact a Floral Park neighbor before the next meeting, who has had a stone and marble business for many years.

A new frame was given to the City for replacement of the broken street sign. Now we have an extra frame in the storage garage.

**Beautification Tree Maintenance Subcommittee:** CoChairs Ellen Koldewey and Angel Barnes

Since the last Board meeting FPNA sent a letter to all of the Santa Ana Neighborhood Associations participating in the ***Joint Neighborhood Tree Maintenance Project*** confirming that we have been notified by PWA that the City’s tree plantings have been suspended until Fall.

FPNA also updated our order with PWA for new parkway trees to include recently identified suitable vacant sites. FPNA notified all homeowners who are scheduled to have trees planted in their parkways that their plantings have been rescheduled to Fall.   Recall that FPNA-ordered trees are separate from the trees to be paid for by City, but will likely be planted concurrently.

If we get some Santa Ana winds this summer that break off limbs, keep handy and feel free to disseminate the applicable contact info: www.Santa-[ana.org/green/TreeProgram.asp](http://ana.org/green/TreeProgram.asp) as well as the “Tree Maintenance Department” at the   (714) 647-3380 Public Works Dispatch line, or the “mySantaAna” app.

**Membership** – Co-Directors David Buster and Jeffrey Katz

Nothing new to report.

**Social Committee** - Chairwoman Tammy Heider

The City still will not consider permitting the holding of events before July 31st, so there has been nothing on which to report since the last Board Meeting. The Summer Concert is FPNA’s next event scheduled for Saturday August 22nd from 5 to 9 pm**. if** it takes place. The Chili Cook-off would then follow in October.

**Parliamentarians –** Erik Hernandez and Ellen Koldewey

Recall at last month’s Board meeting, Ed stated that Home Tour’s *Wine Garden* and *Opening Night* functions technically fell under the Bylaws’ ***Fund-Raising 15% Event Rule***, although Wayne and Merle promoted that 100% of the net proceeds from both events would fund scholarships. Consequently, Treasurer Craig recommended that the Bylaws Rule be amended inserting language to the effect that “***with the exception of the Wine Garden and Opening Night events”.*** The Board agreed to consider this but deferred a decision pending review by the Parliamentarians. Tonight Ellen and Erik encouraged the Board to seek further expert advice from the Treasurer on the issue of sound financial management during this or any period when our normal sources of social fund raising is unavailable. Thus, Craig confirmed from CPA Guzman that partial tax deductions are authorized from FPNA Fundraising events ticket prices.   Further, Parliamentarian-Elect Beverley was also asked to review current FPNA guidelines regarding whether amendment of the 15% rule requires approval from the general membership.

Ellen and Erik provided the Board with the *"Scholarship and Sponsorship Rules and Recommendations,"* from September 2014 which supplement the 2020 Standing Rules for use if the Board does decide to modify the amounts of money designated in the current or future budgets for scholarships and charities,  They also provided an excerpt from the Minutes of the September 2014 Board meeting that spells out the intent of the Board in enacting these "Rules" that no general membership ratification will be required as to specific scholarships and charities once the General Membership has approved the amount designated in that year’s annual budget for these purposes, and the awards are within that budget.

Per the Bylaws’ *15% Rule*, FPNA Membership contributions and Newsletter and Website promotional income must be directed to the General Fund  from which FPNA’s general operating expenses are paid. All other income can go into the Sponsorship fund which was established to collect revenue and to pay the expenses for events and activities intended for charitable and neighborhood benefit purposes, including awards to Santa Ana nonprofit organizations and a minimum of five scholarships to Santa Ana residents who are graduating seniors of the SAUSD (including SAUSD Charter schools), and/or Santa Ana College. At least 15% of the balance of this fund must be donated by September 30th each year.

Tonight the Parliamentarians, including Beverley, reported that If the Board wants to make the  language changes or change the amounts of the donations, this **can** be done by the Board voting to  change  the Standing Rules and Sponsorship Guidelines without seeking ratification from the General Membership.  In a year like 2020 in which there is no home tour revenue anticipated (15% of nothing thus far), the Board may decide to adjust the total amount of money or total number of scholarships awarded this year in order to withhold some funds for next year.  They emphasized that 15% is a floor, not a ceiling for the required annual scholarships and nonprofit charitable award. According to the Bylaws, only 15% of the revenue from these events **must** be reserved for at least five annual student scholarships and nonprofit charitable awards. Thus, at Craig’s urging, the Board looked at the amount and number of charitable awards and scholarships, since we now know we have the option to reduce the awards, given the aberrant reduction in revenue.  We learned tonight that this is not prohibited **from a parliamentary perspective**. However, if all of the money approved by the General Membership in the current annual budget isn't used up by the end of the fiscal year, then it goes back to the General Fund unless **re-authorized for the same purpose** by the Board.

**Home Tour** – Chairwoman Sandy DeAngelis

The Home Tour Committee will resume its tradition of meeting in August to begin preparations for the 2021 Home Tour which will take place on April 24 and 25, NORTH of Santa Clara.

The Beer and Wine Committee is still considering a fundraiser, such as a possible silent auction THIS year, for next year’s scholarships.

**Communications** - Chairman Marc LaFont

With folks at home, Facebook views shot up 150%. Posts reached nearly 1,500 people and our Instagram page continues to post daily; now attracting nearly 2,500 followers!

Likewise, visits to our website were also up since the last Board Meeting, these by 58%. The web site was updated to include the June Newsletter, current sponsorship ads, the Most Beautiful Yards, the new Board of Directors. A new Scholarship Donation page has been added with PayPal buttons in various amounts. Additionally, new photo gallery was added which included dog walker photos and more photos were added to the Historic Gallery.

Seven EBLASTS were sent since our last Board Meeting including protest alerts, the May Board Meeting and the June Newsletter which was distributed over the weekend of June 12th. Given no social events to report on, this Newsletter was slightly shorter (by 4 pages). A one-time new advertiser, *Heirloom Potager* (Ashley Irene) paid for an attractive insert. Marc is saving the article on our Legacy Award winners for the late August / early September issue. He thanked the Board members who volunteered to distribute the Newsletter, saving us money and also completing the task in just three days.

**Treasurer’s Report** –Craig Kalthoff-Patti

Craig reviewed the Treasurers report through May 2020, updating us that the actual checking account balance after outstanding checks have cleared will be $35,028. All bank statements, reconciliation of accounts and check copies have been filed by the Treasurer and are available for review.

Craig updated us that the Franchise Tax Board is still reviewing our *Form 3500*. Given its COVID-19 staffing limitations, our CPA Guzman & Gray will now request a 2019 tax-filing extension for us to December.

At the last Board meeting Craig had asked the Board to consider amending the FPNA Bylaws to the effect that “all net profits from Wine Garden and Opening Night Gala will be donated at 100% to Scholarship funds”. He reported tonight that the projected scholarships and charities to be awarded is approximately $21,500 from 2019, leaving a minimal amount in the checking account, due to Home Tour cancellation and unbudgeted expenses which the Board approved. Consequently, in May he had also asked us to ponder the possibility of deferring some of this amount to 2021.

Meanwhile, the Parliamentarians extensively researched the issue (as reported above). Although we learned that to withhold part of the funds for next year would not need General Membership ratification, the Sponsorship Committee was averse to the proposal. We did promote that last year’s Home Tour **Wine Garden** and **Opening Night Gala** proceeds would be 100% dedicated to scholarships.

Sandy also buttressed the rejection of a deferment by providing some historical reference. The early FPNA established a savings account (presently held at Axos Bank) **specifically** for such a situation. Consequently, if we must, we can revert to our savings next year. MEANWHILE, Sandy and Craig announced that they received a very generous $1,000 Scholarship Donation for 2021 from Karen & Ed Atchty on Flower who have been FP residents for many years.

HISTORIC RESOURCES COMMITTEE

Co-Chair Beverley Schauwecker has been in contact with Dylan who prepared our extensive State-required Historic District Designation Application, but there is no movement on the application due to COVID-19.  Hopefully as agencies open up for more regular hours of work, our application will be processed. Currently all research documents are in Dylan’s custody.  The Committee is considering the most efficient way to preserve and store them electronically.

Victoria Drive neighbor, Craig Benedetti, sent the Committee an inquiry concerning the **irrigation well** on the corner of Victoria Drive and Santa Clara.  Bev responded that the Committee would discuss his thoughts at its next meeting, thinking perhaps that the well could provide a spot to erect one of our *Historic District* signs after we officially acquire the coveted designation.

Craig B. suggested replacing the wheel, the wooden cover, and identifying the well with a historic plaque.  He would be willing to help.   Bev asked the Board to decide tonight whether this would be handled by the Historic Resources Committee, or fall under the purview of the Beautification Committee.  Chris agreed to be the bridge between the Beautification Committee and Historic Resources, however, Craig Benedetti will make the perfect Sub-Committee Chair to undertake all things related to the well. **Julie cautioned,** however, that NOTHING should be added or changed on the well at this juncture, since it MAY be one of the historical structures, coupled with its original intended use, which enhances our District Designation application. Bev will let Craig know of the Board’s discussion, since he has graciously offered to help.

**NEW BUSINESS**

Ed advised us that the City is recommending that the $5,000 fee for the Mills Act Application and review be reduced to $2,500. The City Council will raise this on its Agenda at a pending meeting and when Ed learns of the date, he will disseminate it and encourage a write-in campaign.

Three members expressed reluctance to resume meeting physically next month. Thus, Jeff moved to hold the Transitional Board Meeting via Tele-Conference. The motion was seconded by Craig with ten members in favor, thus, instructions on how to participate will be disseminated when that date approaches.

**Approval of the Board Reports**

A Motion to approve the Board reports was made by Craig and seconded by Marc; all were in favor.

**The Motion to adjourn the June Board Meeting** at 8:31 p.m. was made by David; Tracey seconded; all were in favor.

**Calendar of Future Events:**

July 21st - Transitional Board Meeting via Tele-Conference at 7 p.m.

Saturday, August 22nd  Summer Concert on Heliotrope from 5 to 9 p.m. conditional on the City’s consent.