

**Historic Westheight Neighborhood Association**  
**Meeting of the Board**  
**January 21<sup>st</sup>, 2020**

In Attendance:

Matt Hentges, Jim Schraeder, Rick Yarnell, Katrina Bruce, Jennifer Mills, Darcy Nichols Curtiss,  
Michelle Peterson

This meeting was held as a follow-up to the January 11<sup>th</sup> board retreat, where only 4 members were present. The following topics were postponed for this meeting with full attendance.

Meeting called to order at 7:10

**First order of business** was to review the board roster as provided by current President, Matt Hentges. The roster below was reviewed and no corrections were made.

Matt Hentges  
[matt.hentges@gmail.com](mailto:matt.hentges@gmail.com)  
816-721-2774

Jim Schraeder  
[schraeder3@gmail.com](mailto:schraeder3@gmail.com)  
816-5169984

Rick Yarnell  
[rdyarnell@gmail.com](mailto:rdyarnell@gmail.com)  
620-490-1132

Darcy Curtiss  
[darcycurtiss@gmail.com](mailto:darcycurtiss@gmail.com)  
913-588-2154

Katrina Bruce  
[katrinalbruce@gmail.com](mailto:katrinalbruce@gmail.com)  
913-944-1841

Michelle Peterson  
[michelle@parkscabinets.com](mailto:michelle@parkscabinets.com)  
913-515-6666

Jennifer Mills  
[jennifer\\_mills@me.com](mailto:jennifer_mills@me.com)  
8166452706

**The second order of business** was presented by treasurer, Rick Yarnell. In order to pursue a better investment option for our funds previously in the Brotherhood CD, all board members signed a Business Brokerage Application, granting Rick authority to act on the boards behalf with regards to our financial accounts.

Rick will be looking at other options for our CD funds that will be more beneficial financially.

**The third order of business** was to determine board assignments for the year. The 2020 slate of officers is as follows:

President : Michelle Peterson

Secretary: Darcy Nichols Curtiss

Treasurer: Rick Yarnell

All other individuals are members at large.

Matt Hentges will advise and support Michelle in her duties as President.

It was suggested that we come up with a description of responsibilities for each officer position to make future transitions more fluid and transparent.

It was also requested that there be more transparent communication for the board and that all communications, where appropriate be sent to [board@historicwestheight.org](mailto:board@historicwestheight.org) rather than specific individuals.

It was also decided to make sure that individuals and organizations outside of our group should communicate primarily with the email [info@historicwestheight.org](mailto:info@historicwestheight.org) or [board@historicwestheight.org](mailto:board@historicwestheight.org). This would relieve the necessity to update contact info year after year as board members change.

Matt & Michelle are going to meet separately to discuss Presidential responsibilities and to do a knowledge transfer which will include making sure Michelle has access to all of the proper online resources.

**The fourth order of business** was to review the proposed budget in detail.

The 2020 budget will be presented at the February meeting for review by the general membership. Those who are current on their dues will be able to vote on approving the budget.

The budget (details on separate document) included an estimated income of \$4,651 and estimated outlays of \$3,758

Jim Schraeder moved that we accept the budget with the discussed adjustments -

Jennifer Mills 2<sup>nd</sup> the motion - ALL APPROVED

**The fifth order of business** was to review the upcoming calendar year's events.

Reviewed meeting scheduled. The March Meeting of Board was moved from the 11<sup>th</sup> to 5<sup>th</sup>.

We need to reach out to the Garage Sale Committee and let them determine what date the Summer Garage sale will be and if we will host a fall garage sale or not. Matt is going to follow up with Susan Maier. We also need to reach out to St. Paul's to find out what date the Easter Egg hunt is going to be

held. A discussion needs to be had with the Orchard Committee to determine if we will have another orchard party or if we should host a neighborhood picnic instead.

General meetings will all remain on the 2<sup>nd</sup> Wednesday of every other month. Matt will email dates to Easom at St. Pauls for approval.

All Board meetings will begin at 7:00 pm

- **March 5<sup>th</sup>** (PETERSON)
- **May 13<sup>th</sup>** (Schraeder)
- **July 8<sup>th</sup>** (Hentges)
- **September 9<sup>th</sup>** (Bruce)

Matt Moved we approve the dates as discussed - Jim 2<sup>nd</sup> this motion - ALL APPROVED

#### Committees Discussion

We will have sign-up sheets at our February meeting. We will also discuss each committee and present them at the meeting, making an official call for volunteers to those in attendance.

- Homes Tour - Jim Schraeder will chair
- Garage Sale – Susan Maier and Jennifer Mills will chair
- Welcoming – In need of chair
- Communications & Technology - Matt will chair this committee

The board also reviewed a list of potential speakers for the meetings as detailed in our Board retreat minutes. Added to the potential list was Brodery Crawford with the Jersey Creek upgrade. It was also mentioned that we should pursue finding more speakers who could come and discuss maintenance and updates of old homes.

Discussion about online processing fee's was had. Matt is going to follow-up with Stripe our primary vendor for online donations to determine if we are getting the appropriate non-profit rate on our online store.

Meeting adjourned 8:48 pm