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Lafayette Square Neighborhood Association (LSNA)

Board of Directors Meeting

January 3rd, 2023

The Board met in person with the following members present: Tom Murphy, Chris Budde, Christina Ryan, Sarah Hurst, Nicole Ewing, Mark Kapp, Beth Concepcion, Bart Lissner, Chris Waldbuesser, Ian McCormack, Megan Biegacki

**Meeting Minutes:**

The meeting was called to order at 7:04 PM. Minutes from Oct & Nov were approved, motion by Tom, 2nd by Ian.

**Ongoing Business**:

Clifton Strengths – Christina to send out code to each board member so that we can all take the survey. Claire Ripple to attend Feb board meeting to assist in reading survey results and reviewing. Board members to take survey and turn our top 5 strengths into Christina by end of Jan.

Park House Locks, Keypad, Payment- Thanks Chris for working locks and board wide code! 71253 If board needs to hold any meetings contact Bart Lissner. It was noted that the board did receive a bill in the amount of $6,700 for total cost of re keying, locksmithing, installing keypad, door sensors, etc.

Electricity Update at Fountain Plaza- Tom attempting to begin a conversation with Chris Goodson about possibly taking over ownership of Fountain Plaza and going into discovery about installing additional electricity. Tom to see if Chris is interested in selling/deeding over the property and investigating property tax information from the city.

Budget Update- Sarah needs budget reports/requests from each committee chair to move forward with LSNA budget. Budgets that need to be reviewed and turned into her are: Beautification, Capital Improvements, Community Garden, Fountain, Maintenance, Garden Tour, Holiday House Tour, Membership, Merchandise, Park House, Safety, Substation, and Utilities in order to budget for 2023. Sarah requests every chair budget by DEC 20TH.

LSNA Policies and Procedures- Sub Committee sent out initial Roles and Responsibilities and Endorsement Policies documents. These documents were created to help the board search and review board processes and ensure that each process we use is tied to a board member responsibility. Mark reports 15 different roles and responsibilities to be reviewed. Mark reviewed bylaws and merged bylaws into the new Pol3icies and Procedures document. Emphasis put on keeping a separate doc for policy and procedures so that the board can make changes without amending bylaws. Mark requests for every chair to review policies and procedures, sent out via email.

Endorsement policy- board members to review endorsement policy so that each individual process of the neighborhood board knows how to and where to go for information.

**New Business**:

February and March board meetings will be the week before general assembly meeting in order to avoid back to back meeting dates. Review calendar for clarification.

New asst treasurer-how best to recruit a new asst treasurer? Discussions about Making Jennifer Chickey from Blue Summit admin to all accounts and she can delegate access to specific budgets? Chris to put together a sales pitch for asst treasurer position and board will post on socials.

LPC Executive Director – Mike Bushier began in this role mid Nov. Mike would like to have access to work on the 2nd floor of the park house and opened for board discussion. Can we ask LPC to pay “rent”? LPC does share code and can access whenever they like. Board decision: defer decision to next month.

Substation- Christina looked into whether or not we can we renovate the substation space. Discussion to if we can get volunteers to renovate the substation space but there are significant safety hazards and lots of work to do. Board to do an assessment of inventory and decide what we need to keep, throw away, and whether we continue to need the substation for storage.

**Committee Updates:**

**Membership Update-** auto renewals are happening as of Nov 11th of 2022. Any new member automatically gets a renewal update email, and their membership automatically renews yearly, on the day they joined membership. Sarah and Tom looking into finding out how much we have in membership dues for this year. Bart and Megan looing into using the park house for membership recruiting There are currently approx. 180 membership households.

**Treasurer Update-** Chargeback in the amount of $90, looking into who it was from. Tom looking into it. Possibly a credit card dispute from house tour sales? Continuing issues with Commerce Bank and getting access to accounts. Sarah looking into getting a debit card for the account, but still having transfer and account set up issues. Discussion opened about switching banks. Decision to explore joining Together Credit Union in Soulard.

**Fundraising Update-** After Holiday Jill will be sending out an email to brainstorm next year’s events.

**Business Affairs Update-** Park House Updates nothing new to report other than door and lock access and payment to locksmith.

**Capital Improvement Update-** Adding pocket gardens throughout neighborhood, fence on Waverly Pl. needs maintenance. Got info from city on historic poles throughout the neighborhood. Looking at how many poles we want and how to install them over the next 2 years.

**Communications Update-** Tim met with committee discussed a new brand standard and how to manage social media posts, updating broken links on website, seen significant jumps in tickets sales, prioritizing ticket sales for events, updating current stock of merch and updating how to sell merch on website.

**Preservation Update-** N/A

**Safety**- N/A

**Announcements:**

LSNA officially reinstated as nonprofit with the Secretary of State.

**Upcoming Meetings:**

The next General Membership Meeting, TUESDAY, December 13th at Sqwires.

Christina called for the meeting to be adjourned, 2nd by Tom.  All agreed and the meeting ended at 8:59 PM.

**Dec gen assembly Tues the 13th instead of Wed.**