



MEADOW OAKS NEIGHBORHOOD ASSOCIATION

BOARD MEETING MINUTES

MEETING MINUTES #2-2016

Meeting Date: January 22, 2016

Meeting Location: Cool River Pizza - Roseville

Approval: PENDING

Recorded By: Jennifer Hooper, Board Member/Vice Chair

MEETING LOCATION

Cool River Pizza – Community Room
1805 Cirby Way - Suite # 3
Roseville, CA 95661
(916) 786-9000
Point of Contact: Amy Dimick, Owner

MEETING START

Meeting Schedule Start: 10:00 AM
Meeting Actual Start: 10:03 AM
Meeting Scribe(s): Jennifer Hooper/Ivann Greene



Meeting Minutes #2-2016

NEIGHBORHOOD MEETING

Date: January 22, 2016
Venue: Cool River Pizza
1805 Cirby Way Suite # 3
Roseville, CA 95661
916.786.9000

Time: 10:00 AM
Actual Start: 10:03 AM

AGENDA

- A. Call to Order
The meeting was called to order by the Chairman, Ivann Greene at 10:03 AM.

- B. Intro of Board Members
The following Board Members were present:

Jennifer Hooper, Secretary - Board of Directors
Nick Bastunas, Treasurer – Board of Directors
Chris Swenson, Board of Directors
Ivann Greene, Chairman – Board of Directors

Jenny Caracciolo was unable to attend this session and reported accordingly.

- C. Intro of Guests and Community Members
1. At this time, **SGT Jason Bosworth** of the Roseville Police Department's Community Services/Neighborhood Watch Unit introduced himself. During his introduction, he shared a number of incidences outside of the Meadow Oaks Neighborhood – just south of Cirby. "Door Kick" incidents seem to be a new trend. SGT Bosworth suggested a number of preventative measures to address this bold crime. First and foremost, when someone approaches your home after 7:30 PM, acknowledge them by letting them know that someone is in fact home. If you feel uncomfortable, dial 911 for assistance. It is better to be safe than have regrets. SGT Bosworth shared that the Roseville Citizen Police Academy (CPA) is taking applications now. Classes will begin March 7th through the 17th. The CPA provides community members with an inside look at local law enforcement. There will be eight sessions where RPD will provide an overview of the police department's policies and procedures. Should you be interested, please call the RPD's Community Services Unit at 916.774.5050.
 2. SGT Bosworth then introduced **Officer Brian Hayes**, Meadow Oaks Community Officer. Officer Hayes has over 30 years of law enforcement service in and outside of the RPD.

Officer Hayes began his career in Salinas and has progressed to the RPD where he is a respected “seasoned” officer. Officer Hayes also elaborated on the “**Door Kick**” incidents and advised that should someone approach your home at an odd hour, it would be highly advisable to dial 911. Officer Hayes mentioned that there are a number of apps that address this issue as well. Upgrading security door locks and installing “peep” hole should be considered. As Officer Hayes is assigned to the Meadow Oaks neighborhood, he will be attending each meeting of the Association.

3. Our next guest was **Rob Hasty, Principal of Oakmont High School**. Principal Hasty was very enthusiastic about enhancing OHS’s relationship with the Association. He spoke about how he and the Chairman have already addressed a number of “issues” within the neighborhood and how those outcomes have established great relations and have paved the way for future projects and partnerships. Principal Hasty shared a handout regarding the “Parent-Community Meetings on Local Control Accountability Plan”, the LCAP. Under this program, OHS needs input to create its new LCA plan which is a vital element of California’s new Local Control Funding Formula (LCFF). Parents will have an opportunity to offer input to develop a plan that will benefit all students. OHS will have its meeting on January 28, 2016 at 6:00PM in the OHS Library. Principal Hasty went on to discuss how the student population at OHS, which is currently at approximately 1,500 students will increase to approximately 2,200 to 2,300 up to and through the 2020-2021 school years. This is a direct result of the establishment and construction of West Park High School in West Roseville. According to Principal Hasty, students from the West Roseville area will be bussed to the OHS campus. Other high schools in Roseville were determined to be at student capacity. OHS’s low student level was a consideration for the District when they made the decision to bus students to OHS. This effort will be similar to events during the establishment and construction of Antelope High School. In the spirit of partnering, the Chairman mentioned that the Board will be reviewing its bylaws to add a member, possible the OHS Student Body President, to the Board of Directors. This amendment would enable OHS’s student population to be represented on the Meadow Oaks Board. Again this is part of the “new attitude” that the Chairman is launching for the Meadow Oaks Neighborhood Association. (Details will follow.)

Board Member Jennifer Hooper asked Principal Hasty about Senior Projects and what the Meadow Oaks Neighborhood Association could offer in terms of intern/extrships, and related student projects. Board Member Hooper suggested that there may be numerous projects that the Association is currently considering that the students could engage. Beyond the obvious liability issues, Board Member Hooper was invited to discuss and follow-up with Principal Hasty on this issue. A follow-up question from Board Member Hooper suggested that in light of the many students, retired teachers and executives in the Meadow Oaks neighborhood, a tutoring program could be established. Follow-up by Board Member Hooper on this issue will take place with Principal Hasty.

Former President and Chairman Jim Williams stated that OHS was responsible for printing the Meadow Oaks Neighborhood Association’s newsletter in past years. Jim asked, “Why did the printing support from OHS stop?” Principal Hasty indicated that the Print Shop, formerly located on the OHS campus was closed as a result of a District Office decision. Principal Hasty did note that there may be other opportunities for the Association and OHS to partner or use OHS facilities or technology capabilities.

Board Member Bastunas mentioned that the Association offers a \$500.00 scholarship to an OHS senior. Chairman Greene asked who was responsible for the scholarship criteria and if the Board could review the criteria. It was disclosed that the scholarship criteria was prepared by an “outside” organization the name of which was unavailable at the time of this meeting. Chairman Greene suggested that this will be an item that the Association needs to consider taking on directly rather than allowing an “outside” organization to manage.

D. Agenda Add-on's

There were no Add-on's at this time.

E. Approval of Previous Minutes

The January 8, 2016 minutes were approved by acclamation. There were no insertions, deletions, or changes.

F. The Chairman's Report

1. The Chairman noted that the following projects need a Committee Chairs and Committee Members:

- a. The Spaghetti Feed Fundraiser – September Expenditures, Identify a Committee Chair/Venue

Treasurer Bastunas commented that there were no expenditures for the Spaghetti Feed from last year. Although certain items were targeted for purchase, purchases were never made. Chairman Greene noted that a Committee Chair and a Committee needs to be re-formed if the Association is to pursue this effort again.

- b. "Santa in the Neighborhood" - A Committee Chair and Committee needs to be re-formed. Follow-up with City/RCOA is necessary.

- c. The Annual Garage Sale - A Committee Chair and Committee needs to be re-formed. Chairman Greene commented that the Association's Block Captains could be assigned to this project for coordination. Jim Williams indicated that he has the listing of Block Captains and will share with the Chairman.

- d. The Newsletter/Web Site

Chairman Greene indicated that an announcement for this agenda item will be made later in the agenda.

2. Engagement Schedule

Chairman Greene - Speaking engagement in support of the "Friendly Visitor" program at the Roseville Senior Commission meeting, Wednesday, February 10th, 2:00pm at the Maidu Senior Center.

Conference Call set for Tuesday, the 26th with the Nextdoor Project Development Team to discuss enhancements to the Nextdoor site. Donna Wilson commented that she had sent the Chairman an email note expressing her concerns about Nextdoor user guidelines. The Chair indicated that he responded to her email and that her issues will be conveyed to Nextdoor.

G. Committee Reports

1. Finance Committee Report - Treasurer Bastunas reported total assets to date amount to \$1,455.63. Treasurer Bastunas commented that signature cards for US Bank will need to be signed as soon as possible and that Steve Abe will need to be removed as a signatory to the account. Chairman Greene indicated that a letter will be dispatched to US Bank along with the minutes that reflect election results. This will be needed by US Bank to change the signature authority for the account.

At this time, Chairman Greene entertained a motion to retrieve a tabled motion. The motion, by Treasurer Bastunas to withdraw his nomination of Board Member Chris Swenson as Vice Chairman. The motion was properly seconded by Board Member Hooper. As discussion ensued Board Member Chris Swenson questioned his seat on the Board due to his employment obligations. The Chair commented that the Association appreciates Chris' circumstances and would put in place protocols to relieve Board Member Swenson of any stress on this issue. The Chair made it clear by stating that the Board welcomes Board Member Swenson's perspectives. After further discussion, Board Member Swenson indicated that he would remain on the Board and work within the protocols established by the Chairman and as set in the Association's bylaws. There was general agreement. The motion to retrieve was again entertained and passed by acclamation.

The Chair then recognized Board Member Jennifer Hooper who then resigned, effective immediately as Secretary. The Chair then entertained a motion to nominate Board Member Hooper as Vice President of the Association. The motion passed without objection. The Chair then noted that an “all-out” effort will be launched to identify and seat a Secretary for the Board.

2. Election Committee Report – Jennifer Hooper

The election results from the last General Meeting were read. The report was approved and accepted without objection.

3. Bylaws Committee Report – Jennifer Hooper

Two amendments to the Association’s bylaws were read. The amendments were voted on and approved by the membership during its General Meeting. The report was approved and accepted without objection.

4. Newsletter/Web Site Committee Report

Chairman Greene announced that Kerry Kyle has accepted the Editorship for the Association’s newsletter. Kerry’s will work with Annie Lancaster as Associate Editor. The Chairman also announced that Karla Bradford has accepted the appointment as Newsletter Senior Advisor. Editor Kyle commented that she was anxious to get underway with re-launching the newsletter. She also mentioned that she was excited to work with Annie Lancaster and Karla Bradford. There were many positive comments from those in attendance that this was a great team for the newsletter operations. Kerry will serve as Chair of the Newsletter/Web Site Committee while Annie Lancaster, Associate Editor, will serve as Sub-Committee Chair for the Web Site.

The Chairman noted that as we move toward re-imaging and re-making the Association’s image, relationships, and reputation, that the acronym “MONA” will no longer be used. The Roseville Coalition of Neighborhood Associations (RCONA) and the City of Roseville simply does not recognize this acronym. Further, the Chairman stated that, “We are Meadow Oaks – PERIOD! This is who we are and this the name under which we were founded. The acronym does not distinguish us from other neighborhood associations as they too use acronyms to identify themselves. But here in Meadow Oaks we have a high degree of PRIDE. Pride in our families, pride in our homes, pride in our institutions, and pride in our greenspaces. We are Meadow Oaks!”

5. RCONA Status Report - Jim Williams then delivered a briefing from the RCONA meeting of last Tuesday where he introduced the Chairman. Nick Bastunas was in attendance as well. Meadow Oaks was warmly greeted by Werner Kuehn, president of RCONA. RCONA Board Members Scott Alvord and Doris Senge greeted the Chairman as well. Alvord and Senge are “old” acquaintances of the Chairman. President Kuehn appointed Chairman Greene to the RCONA Audits Committee.

H. Follow-up Report - “Open” Action Items

Action Item	Assigned To	Status
RCONA Follow-Up/Report Document RCONA Meeting – Warm Reception 1.12.2016	Greene Williams/Bastunas	RCONA report completed. Meadow Oaks is now in “Good Standing.”
Meeting Venue Follow-Up	Williams/Greene	Cool River until further notice. The Terraces of Roseville is in reserve if needed.
Newsletter Editor and Operations	Greene	Completed – Editor, Associate Editor and Senior Advisor assigned.
Online Communications – Nextdoor.com, RCONA site –dual sites link to one another	Hooper/Greene/ Lancaster Kyle/Bradford	Currently using Nextdoor.com as our website platform. Additional follow-up with RCONA required.
Donna Wilson “Political Action” Clarification	Greene	Completed – Board Clarification Statement written and issued.
Conference Call Meetings & Voting Policy	Greene/Bastunas	Completed – Approved and adopted by BoD during 1.22 meeting.

Open Board Training	Knapp/Clement	Bobbi Knapp agreed to facilitate Board Training. Format & details to follow.
Bank Authorization Documentation	Greene/Hooper/Bastunas	US Bank - Signature Cards are ready for signatories.
Friendly Visitor Program – On-going consultation with Seniors First (Auburn)	Williams/Greene	Grant “concept” completed; grant request in progress by RCONA. Partnership between Meadow Oaks, RCONA, RPD, and OHS.
Senior First Follow-up	Williams/Knapp/Greene	Preliminary grant concept completed – draft format (presented to Seniors First and RCONA for consideration.
Roseville Police Department Neighborhood	Greene	Officer Assignment Completed – Officer Brian Hayes re-assigned.

I. Acknowledgements and Association Appointments

1. Special Recognition and Designation

The Chairman entertained a motion to name Jim Williams, founder of the Association, “Chairman Emeritus” for the Meadow Oaks Neighborhood Association. After “spirited” debate among Board Members Bastunas, Swenson and the Chair, the motion failed as a result of a “procedural” error. The motion was inconsistent with the Association’s standing bylaws (Bastunas, Swenson and Greene all agreed). After positive discussion, a “friendly-compromise” motion was offered by Board Member Bastunas, with assistance from Bobbi Knapp. The motion stated, “that after careful review of the standing bylaws and recommendations, inclusive of the provision for the “Chairman Emeritus”, amendments shall be presented to the Board of Directors and ultimately to the general membership for consideration. The motion passed without objection. The Chairman then indicated that a Bylaws Review Committee will be formed. Notice will be placed on Nextdoor.com for any Meadow Oaks resident who wishes to be involved. The Chairman noted that any changes to the Association’s bylaws will be consistent with Article XIII (13) of the Association’s standing bylaws.

2. **“Thank You” - Robert “Bob” McCarthy** – For performing the Association’s Audit report of December 10, 2015.

3. **“Welcome Back!” Jerry Edwards** – Meadow Oaks’ “Master Gardener” - Resuming Monthly Newsletter Advice Column.

4. **“Congratulations” Rosalyn Clement**, Marketing and Media Coordinator

5. **“Congratulations” Donna Wilson**, Board Appointment as “Special Consultant for Environmental Issues.”

6. As part of the Meadow Oaks Neighborhood Associations effort to re-brand and re-image itself, the acronym “MONA” will no longer be used. Meadow Oaks is a unique community and environment and should stand tall under its name – Meadow Oaks. Now having said that, our newsletter, the “MONA Times” will be renamed. It is our hope that a contest can be launched at Eich and Oakmont with the winner being awarded a plaque and a cash award. The Chairman has asked Rosalyn Clement to help spearhead the Association’s re-branding and re-imaging efforts.

7. **“Welcome Back!” Karla Bradford**, Senior Advisor – Newsletter Operations

8. **“Congratulations!” Kerry Kyle**, named Editor of the Meadow Oaks newsletter.

9. **“Congratulations!” Annie Lancaster**, named Associate Editor of the Meadow Oaks newsletter.

10. **“Congratulations!” Block Captains** will be acknowledged and named Board Advisors to the Board – Neighborhood Advisory Council. Block Captains are the backbone of a successful association. They act as the association’s liaison for their immediate neighbors.

11. **“Congratulations and Sincere Condolences!” Jenny Caracciolo**, former Chair and sitting Board Member – named Oakmont High School Liaison. Jenny’s Grandmother passed last week.

12. Open Liaison position for Warren T. Eich Middle School Liaison – Pending Volunteer(s)

J. Bylaws Review and Potential Revisions – Rationale Statement

The Chairman commented that as review of the Association’s bylaws is in order to insure that our bylaws are respectful and considerate of our Association members.

K. Resident Comments/Open Forum

1. **Rosalyn Clement** noted that she would like to present an issue to the Association concerning the erosion of land that abuts Linda Creek. She would like for the Association to be briefed on the issue and take a position on the matter as the erosion clearly affects residents' properties along Linda Creek. Chairman Greene suggested that Rosalyn give the Board a briefing on the matter so that they can fully understand the issue and take a position. Rosalyn will present information on this issue at our February meeting.

2. Board Member Hooper circulated a sympathy card for Board Member **Jenny Caracciolo**. Jenny's beloved Grandmother passed away last week. Those in attendance wanted to express their solidarity with Jenny during this challenging time by signing the card. The Chairman delivered the card to Jenny's home.

L. Review of Action Items

Action Items	Assigned To	Target Date
Follow-Up with Rob Hasty, Oakmont Principal Senior Projects, Tutoring Program, Enhance our growing relationship.	Hooper/Caracciolo	On-going developments. Report at next meeting.
Friendly Visitor Program - Follow-up with Seniors First	Williams/Knapp/Greene	On-going developments. Report at next meeting.
Follow-up with Block Captains	Dallas Kipp/Williams	On-going developments. Report at next meeting.
Online Communications – Nextdoor.com conference call with IT Development Team –dual sites link to one another (ND & RCONA).	Greene/Lancaster	On-going developments. Report at next meeting.
Donna Wilson Nextdoor Guidelines	Greene	Conference Call 1.26.2016. On-going developments. Report at next meeting.
US Bank Signature Authorization Letter	Greene/Hooper/Bastunas	US Bank - Signature Cards are ready for signatories. Arrangements pending.
Form Bylaws Review Committee	Greene	On-going developments. Report at next meeting.
Soil Erosion and Mitigation	Clement	On-going developments. Report at next meeting.
Board Secretary Opening	Greene/Hooper	On-going.
Senior First Follow-up	Williams/Knapp/Greene	On-going discussions. Grant request in progress.
Openings for Committee Chairs and Committee Members.	Board and Residents	On-going developments. Report at next meeting.

M. Next Meeting Calendar and Adjournment

The next meeting will take February 5, 2016 at Cool River. The time will be 10:00 AM.

A motion to adjourn was offered by Board Member Bastunas. The motion passed without objection. The time – 12:08.

Respectfully submitted,
Jennifer Hooper
Vice Chairman

Approved and reviewed for posting: Ivann Greene, Chairman
January 26, 2016