



MEADOW OAKS NEIGHBORHOOD ASSOCIATION

BOARD MEETING MINUTES

MEETING MINUTES #3-2016

Meeting Date: February 5, 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: 10:04 AM
Meeting Scribe(s): Jennifer Hooper/Ivann Greene



Meeting Minutes #3-2016

NEIGHBORHOOD MEETING

Date: February 5, 2016
Venue: Cool River Pizza
1805 Cirby Way Suite # 3
Roseville, CA 95661
916.786.9000

Time: 10:00 AM
Actual Start: 10:04 AM

AGENDA**Allotted Time****A. Call to Order**

Meeting was called to order by Ivann Greene, Chairman at 10:04 AM. Nick Bastunas, Treasurer-Board Member announced that a quorum was present.

B. Introduction of Board Members/Roll Call

The following Board Members were present:

Jennifer Hooper, Vice Chairwoman - Board of Directors
Nick Bastunas, Treasurer – Board of Directors
Chris Swenson, Board of Directors
Ivann Greene, Chair – Board of Directors

Jenny Caracciolo, Secretary (Interim) -Board Member, was unable to attend this session and reported accordingly.

C. Intro of Guests and Community Members

There were no guests this meeting

D. Agenda Add-on's

1. Bailey, Donna Wilson's canine passed away the morning of February 5. Bailey was a "Creek Canine" who loved the outdoors and in particular the Meadow Oaks greenbelt. The Board expressed its condolences.
2. Jim Williams provided a prototype business card and suggested that representatives of the Association have business cards. They can be printed at either no or low cost expense.

E. Approval of Previous Minutes

The Chair entertained a motion to accept the previous minutes. Without objection, the motion passed.

F. The Chairman's Report

1. Engagement Schedule

a. Met with Werner Kuehn, President of RCONA – MO Pilot Program

Jim Williams, Bobbi Knapp and the Chair met with RCONA President to enhance strategy to launch a "Friendly Visitor" (FV) program in Meadow Oaks. Draft language was shared and a final presentation will be presented to the RCONA executive board for consideration and support. The City may provide funds in support under the City's Discretionary Fund (DF).

b. Held first of its kind "E-Session" with Board - discussion and vote regarding new Board Policy. The Chair held the Board's first "E-Session" whereby the board took up a needed policy that would set guidelines for anyone speaking on behalf of the Board or the Association. The policy was adopted and will be made available on Nextdoor.com or emailed upon request. The policy passed after a 4 – 1 affirmative vote.

c. Discussions with Stormwater Management Program Team – "Adopt-a-Creek"

1. Matt Ocko, Environmental Compliance Specialist II and Delyn Ellison-Lloyd,

Senior Engineer introduced themselves via email. They are available to discuss stormwater and erosion issues. They are willing to meet at sites throughout Meadow Oaks that are of concern to residents – ie, Linda Creek, and the greenbelt. Rosalyn Clement was assigned to coordinate with the Stormwater Management Program office and to have information exchange. Reports are forthcoming.

G. Committee Reports

1. Finance Committee Report – Nick Bastunas

a. No action on Association account. Balance unchanged at \$1,455.63.

b. There was discussion about the newsletter and its advertisers. The Chair requested that Nick prepare a listing of the Association's current advertisers. Soliciting future advertisers will be forthcoming once a "relaunch" strategy is presented.

2. RCONA Status Report – Jim Williams

c. Jim Williams reported that RCONA is very supportive of our "pilot" FV program.

The Chair entertained a motion to accept both the Finance Committee Report and the RCONA Report. The motion passed without objection.

H. Follow-up Report - "Open" Action Items

Action Item	Assigned To	Status
RCONA Follow-Up/Report Document	Greene/Hooper	Submitted to RCONA Secretary
Meeting Day Follow-Up Survey	Hooper	Issue survey via Nextdoor.com - Hooper
Newsletter Editor and Operations	Kyle/Lancaster/ Bradford	Editorial meeting needed with team. Greene to follow-up. Bastunas to present advertiser listing at next meeting.
Nextdoor.com, RCONA site	Greene	Conference Call with Nextdoor Tech Team – completed.
Open Board Training	Knapp/ Greene/Hooper	Bobbi Knapp will provide details within three weeks.
Bank Authorization Letter	Greene	Letter and Signature Cards are ready for signatories. Meet at US Bank by next meeting.
Friendly Visitor Program - Follow-up	Williams/Knapp	Partnership with RCONA, RPD, & OHS in development. City Discretionary Funds - RCONA
Form Bylaws Review Committee and develop potential amendments	Greene	Solicit volunteers from Nextdoor.com
Follow-Up with Rob Hasty, Oakmont Principal Senior Projects, Tutoring Program, Enhance our	Hooper/ Caracciolo	On-going developments. Report at next meeting.

growing relationship.		
Senior First/My Meals (Maidu) Follow-up	Greene	Contacted – Requested program specifics. 2/19
Follow-up with Block Captains	Dallas Kipp/ Williams	On-going. Pending.
Board Secretary Opening	Greene/Hooper	Search on-going.
Openings for Committee Chairs and Committee Members.	Board and Residents	Search on-going. Place information on Nextdoor.com. Report at next meeting.
Soil Erosion and Mitigation	Clement	On-going developments. Report pending.
Warren T. Eich Middle School Liaison	Board	Search on-going.
Environmental Committee – Charter	Board	Developing. See Item J-1.

I. Acknowledgements and Association Appointments

1. Advisory Council – Past Board Members/Block Captains – The Chair commented that he would like for the Board to tap into the perspectives of those who served the Association in the past and assign them to an Advisory Council.

J. “New” Items

1. Environmental Committee (EC) Charter – Chair, at next meeting, will present a charter for the Board’s consideration to establish the EC and its sub-committee.
2. “Adopt-A-Creek” Program – Sub-Committee of EC – Rosalyn Clement will spearhead the effort to coordinate with the City of Roseville’s Stormwater Management Team.
3. Proposal - Linda Creek Science Project with Oakmont HS – Rosalyn Clement suggested that Senior Projects at OHS could be paired with the Adopt-a-Creek Program. Rosalyn will coordinate with the Vice Chairwoman to develop details.
4. “Pizza-Fest” Fundraiser at Cool River formerly the “Spaghetti Feed” – Vice Chairwoman Hooper explained the rationale behind launching a “fresher” more up-to-date fundraiser. The marketing components for a Pizza-Fest would be more enticing to a wider range of residents than a Spaghetti Feed. There was general consensus on this aspect. The Board offered its support and directed the Vice Chairwoman to develop the project along with target dates.
5. Bicycle Master Plan – The Chair mentioned that as a result of his conversations with the City, the Bicycle Master Plan requires an Environmental Impact Report. The Chair recommended that the Association review the Plan. After discussion, the Board agreed to task Chris Swenson, Board Member, to gather information from Mike Dour, the City of Roseville’s Bicycle Analyst/Transportation Specialist. Chris will report his findings back to the Board (by our next meeting) so that the Association can issue a statement – either in support or otherwise of the Plan.

K. Resident Comments/Open Forum

Roseville Elks Lodge Spaghetti Fundraiser - Bobbi Knapp announced that the Roseville Elks Lodge, a local philanthropic organization, will be holding a Spaghetti Feed fundraiser on April 9. Tickets are \$10.00 per adults and \$100 per table. The Elks Lodge has been a long-time supporter of those in need throughout Roseville. The Roseville Elks Lodge also offers academic scholarships to deserving students throughout.

Having heard the information from Bobbi Knapp, the Chair entertained a motion to support the fundraiser. The motion was that the Association purchase two tickets to show that the Association supports the efforts of the Roseville Elks Lodge. After further discussion, the motion was amended as follows - it was moved that the Association purchase two tickets and offer the tickets to two Meadow Oaks residents. Nick Bastunas and Bobbi Knapp will work together to set parameters as to who would be eligible for the two tickets. Details will be posted on Nextdoor.com. Motion passed without objection.

L. Review of February 5 Meeting Action Items

Action Items	Assigned To	Comment
RCONA Financial Report.	Bastunas	Report at next meeting or sooner.

Friendly Visitor Program - Follow-up with Seniors First	Williams/Knapp/Greene	On-going developments. Report at next meeting.
Meeting Date Survey	Hooper	Post survey on Nextdoor.com. Report at next meeting.
Board Training and Code of Conduct.	Knapp/Greene	First week of March target. Report at next meeting.
Form Bylaws Review Committee	Greene	Charter in process. Present for consideration at next meeting.
US Bank Signature Authorization Letter	Greene/Hooper/Bastunas	Signature Cards ready. Sign February 19 after meeting at US Bank/Safeway.
PIZZA-FEST Fundraiser	Hooper/Caracciolo	Developing.
Soil Erosion and Mitigation Issue	Clement	Meeting and site visit with Stormwater Management Team. Report forthcoming.
Board Secretary Opening	Board/Residents	On-going.
Newsletter Advertisers List/Targets	Bastunas	Developing. Provide list at next meeting.
Openings for Committee Chairs and Committee Members.	Board and Residents	On-going. Report at next meeting.
Newsletter Advertisers List/Targets	Bastunas	Developing
Roseville Bicycle Master Plan	Swenson	Fact-finding mission. Report at next meeting.
Senior First/My Meals (Maidu) Follow-up	Greene	Contacted – Requested program specifics. 2/19

M. Next Meeting Calendar

The next meeting will take February 19, 2016 at Cool River Pizza. The time will be 10:00 AM.

N. Adjournment - A motion to adjourn was offered by Board Member Bastunas. The motion passed without objection. The time – 11:12. The meeting lasted 1 hour and 12 minutes!!!

Respectfully submitted,

On behalf of Jenny Caracciolo, Secretary (Interim) - Board Member,

Jennifer Hooper

Vice-Chairwoman - Board Member

Approved and reviewed for posting: Ivann Greene, Chairman

February 9, 2016