



MEADOW OAKS NEIGHBORHOOD ASSOCIATION

BOARD MEETING MINUTES

MEETING MINUTES #4-2016

Meeting Date: February 19, 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

Point of Contact: Amy Dimmick, Owner - (916) 786-9000

NEIGHBORHOOD MEETING

Meeting Schedule Start: 10:00 AM

Meeting Actual Start: 10:03 AM

Meeting Scribe(s): Jennifer Hooper/Ivann Greene

Meeting Minutes #4-2016

**AGENDA****A. Call to Order**

Meeting was called to order by Ivann Greene, Chairman at 10:03 AM. Nick Bastunas, Treasurer-Board Member, announced that a quorum was in effect.

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, Chairman – Board of Directors

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

C. Intro of Guests and Community Members - There were no guests at this meeting.

1. Agenda Add-on's - Ivann Greene presented a photo taken along the flood wall that depicted possible gang graffiti. Discussion of this item was placed under "New Items #1."

- D. Approval of Previous Minutes - The Chair entertained a motion to accept the February 19 meeting minutes with corrections. A change was made relative to the "E-Session" vote tally. The vote tally was changed from 4 -1 to 3 -2 to adopt Board Policy Statement - **POLST-1-101 (1.25.2016 Presented/Approved)**. After the necessary change, the motion passed without objection.

E. The Chairman's Report

1. The Chair was introduced to Matt Ocko and Delyn Ellison-Lloyd of the City of Roseville's Stormwater Management Program by Donna Wilson. The Chair followed up by email directly to introduce the Association. Information was shared with Rosalyn Clement who in turn met with Matt and Delyn to discuss invasive plants and trees along Linda Creek. This is a developing item along with the "Adopt-a-Creek" Program.
2. Discussion of Oakmont High School student projects that could work in conjunction with the "Adopt-a-Creek" Program. The Chair asked Jennifer Hooper and Rosalyn Clement to follow up.
3. The Chair provided an overview of the Environmental Affairs Committee and the Governance Committee by passing our draft Charters for each Committee to each Board Member. A follow-up discussion will be emailed to the Board for their discussion and possible disposition.

F. Committee Reports

1. Finance Committee Report – Nick Bastunas reported no action on the Association account. Balance unchanged at \$1,455.63. Nick provided the required RCONA financial summary for the Chair to sign and submit to RCONA. After the meeting Nick, Jennifer and Ivann met at US Bank to sign authority cards and to remove Steve Abe from the account.

2. RCONA Status Report – Jim Williams reported that RCONA is very supportive of our "pilot" FV

Program and that RCONA's executive board will meet to discuss and charter the project. After further discussion, the Chair entertained a motion to accept both the Finance Committee Report and the RCONA Report. The motion passed without objection.

3. Bicycle Master Plan Report – Chris Swenson was tasked with gathering data and information about the Plan. Chris met with Mike Dour, the City of Roseville's Bicycle Analyst and Transportation Specialist. Chris' report indicated that the plan is well underway and that a public comment session will be advertised upon completion of the Environmental Impact Review (EIR). The information that Chris provided will assist the Board in determining a position statement. Chris passed out City of Roseville Bicycle Map booklets – courtesy of Mike Dour. After further discussion, Rosalyn Clement indicated that she will share the E-Corp report to the Chair for his review. The Chair recommended that the Board become familiar with the Plan. There was discussion of the Association holding an "informational hearing" to share issues under the Plan. The Board agreed to task Chris Swenson and Rosalyn Clement to gather more information for the "informational hearing."

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

Action Item	Assigned To	Status
Follow-Up with Stormwater Management Program; Send <i>E-Corp</i> Report to Chair.	Clement/ Swenson	Open ended. Developing Informational Hearing strategy.
Meeting Day Follow-Up Survey – Place information in newsletter – possible article.	Hooper	Issue survey via Nextdoor.com – Hooper. Newsletter target date TBD.
Bicycle Master Plan – Community Briefing	Swenson/ Clement	Document follow-up. Place report on Nextdoor.com and list City link. Informational Hearing (TBD)
PIZZA-FEST Fundraiser – April rollout!!!	Hooper	On-going developments and progress with OHS. Report at next meeting.
Open Board Training	Knapp/ Greene/Hooper	Bobbi Knapp will provide specific details at next meeting.
Review Charters for Governance Committee and Environmental Affairs Committee.	Greene	Provide draft documents to Board for review and recommendations. E-session possible.
Friendly Visitor Program - Follow-up	Williams/Knapp	Partnership with RCONA, RPD, & OHS in development. City Discretionary Funds - RCONA
Garage Sale – ID other NA dates from RCONA.	Sarmiento/ Greene	Solicit volunteers from Nextdoor.com; Greene contact RCONA for other NA dates provide to Maxine.
Follow-Up with Rob Hasty, Oakmont Principal Senior Projects, Tutoring Program, Enhance our growing relationship.	Hooper/ Caracciolo/ Clement	On-going developments. Report at next meeting.
Name Newsletter/Create Logo Contest – follow-up actions and discussion.	Greene/Clement	In development. OHS contact. Focus upon residents and OHS. Discussion at next meeting.
Follow-up with Block Captains to introduce Friendly Visitor Program.	Williams/Greene	On-going.
Board Secretary Opening	Board	Search on-going.
Soil Erosion and Mitigation	Clement	On-going developments. Report pending.
Warren T. Eich Middle School Liaison	Board	Search on-going.
Newsletter Operations	Greene/Clement	Meet with Editorial team; Target re-launch date; solicit OHS volunteers.
Graffiti Removal	Clement	Discussion at next meeting.
Spring Fling Parade	Greene	Discussion at next meeting.

H. Acknowledgements and Association Appointments

1. 2016 Garage Sale – Past Board Member Maxine Sarmiento volunteered to continue as Chair to coordinate this year's 2016 Garage Sale. She will be responsible for assembling her committee members. Maxine requested that the Chair inquire from RCONA the dates of other neighborhood association garage sales so that there will be no conflicts. The Chair committed to this task. The Board expressed its deep appreciation for Maxine's commitment to the Association and its aims. Maxine will be a key committee chair for the Association.

I. "New" Items (New Business)

1. Newsletter Operations – Ivann Greene - Because of her business success, Kerry Kyle submitted notice that she will be unable to serve as Editor of our newsletter. The current team in place is led by our first Editor, Karla Bradford. Karla accepted the appointment as Senior Advisor for Newsletter Operations and will spearhead our relaunch that is scheduled for April. Karla is joined by Annie Lancaster, our Associate Editor and Rosalyn Clement, Marketing and Media Coordinator. Ivann outlined the concept behind re-launching our newsletter, and creation of a logo contest. 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. 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.
3. "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.
4. 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.
5. "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 Vice Chairwoman indicated that she has connected with OHS to collaborate for the project. She will report on status during our next meeting. Once again the Board offered its full support. The month of April will be the target month. Fund distribution will also be detailed at the next meeting...
6. Bicycle Master Plan – Chris Swenson was tasked with gathering data and information about the Plan. Chris met with Mike Dour, the City of Roseville's Bicycle Analyst/Transportation Specialist on February 16 where Mike provided an update on the Dry Creek Greenway Trail Project. He provided an information sheet for review which will be posted on Nextdoor.com for all Meadow Oaks registrants. To keep the Association apprised of any developments, Mike added Chris and the Chair to the City's project email notification list. This will provide emails about upcoming opportunities to review the project Draft Environmental Impact Report. The information that Chris and Rosalyn Clement gather will enable the Board to cite any specific concerns in lieu of an position statement – either in support or otherwise of the Plan. Rosalyn also indicated that she will share the E-Corp report to the Chair for his review. The Chair recommended that the Association review the Plan details. After discussion, the Board agreed to task Chris Swenson, Board Member, and Rosalyn Clement to gather additional information for a possible informational hearing for the residents.
7. Name Newsletter/Create Logo Contest – The Chair shared with the assembly the concept behind this project. The project has a three-fold purpose:
 - a. To create a project that Meadow Oaks as a whole can rally around;
 - b. To enhance the Association's relationship with our residents, OHS, and Eich; and
 - c. To assist in the re-branding and re-imaging of the Association

The Chair discussed his proposal for the Association to earmark \$200 from the treasury as a prize for the winner of the contest. After further discussion of Annie Lancaster's suggestion to include creation of a logo in the contest, it was decided that the Association would move forward with the contest and continue to develop a strategy for the actual prize amount. The Chair suggested that the contest be open to all Oakmont High School students, W.T.Eich students and any member of the Meadow Oaks neighborhood, 16 years of age or older. Our Editorial Team, consisting of Karla Bradford, Kerry Kyle, Annie Lancaster and Rosalyn Clement will be tasked to judge the submittals and award the winner. The Chair also suggested that the "runner-up" be awarded a \$50 prize – either cash or in the form of a gift card. Overall, this contest will be a component of the Association's re-branding initiative to further relations with the two major institutions in Meadow Oaks, as well as our neighborhood in general. The project discussion will be re-visited during our next meeting.

J. 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.

K. Review of February 19 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- /Clement	Developing strategy with OHS.
Soil Erosion and Mitigation Issue – Refer to E-Corp report.	Clement	Meeting and site visit with Stormwater Management Team. Report forthcoming.
Board Secretary Opening	Board/Residents	On-going search.
Newsletter Advertisers List/Targets	Bastunas	Developing. Provide list of advertisers at next meeting.
Openings for Committee Chairs and Committee Members.	Board and Residents	On-going search. Report at next meeting. Post on Nextdoor.com upon approval of Charters.
Roseville Bicycle Master Plan – follow-up	Swenson/Clement	Informational Hearing for residents. Report at next meeting.
Senior First/My Meals (Maidu) Follow-up	Greene	Contacted – Requested program specifics. 2/19

L. Next Meeting Calendar

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

M. Adjournment - A motion to adjourn was offered by Board Member Bastunas. The motion passed without objection. The time – 11:22.

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 29, 2016

WE ARE – MEADOW OAKS!!!