

**LPN EXCOM meeting NOTES**  
**December 3, 2016**

1. December Meeting/ January meeting/ February meeting
  - Deceember: WINE AND Food provisions were discussed – Chris to acquire donated food
  - January – New Beginnings 2017 starts:
    - Peskin – Austin alley Partnership to be confirmed (Chandler)
    - Mayes Legalization compliance hearing
    - FUF presentation new planting for entire districtwide implementation strategy.

2. Minutes and Finances posted online

- Ex-com quarterly Meetings – Picking up past meetings that are not posted
- Moving forward – monthly meetings published
- Meeting notes from past quarterly and monthly minutes – spring, summer – and present monthly meeting moving forward.
- Action on past months Resolution to define roles of board members: and have the secretary position re-assigned.
- Create new position of member at large – development and special projects – Chris would like to be nominated this position.

Andrew Chandler will write the letter paragraph describing resolution to be put to the members by email for a vote.

3. By Laws changes/ updates? These will be reviewed and resolutions will be put before the membership as per guidelines

4. Not-for-Profit Guidelines: Presented by Andrew and distributed to all board members.

5. Lawyer invoice (2016)

1. Not paid yet; not enough funds in checking (\$1200):
2. As per authorized at last meeting Board authorizes transfer of funds for payment from savings to checking account for final invoice.

6. 2017 Budget

1. Interest from savings:  
Motion by Andrew C to transfer interest from savings account to checking for operating expenses, starting January 2017. Preserving principal – seconded by Chris.  
Unanimously passed.

2. Long term Strategies for Mitigation Funds

1. \$500,000 due in December 2016.
2. Discussion about investing in CD's; stepping maturity dates to insure longer term funding for LPN;

The board will approach Chase financial assistance to structure a timed CD program with automatic roll-over and appoint a beneficiary in the event that this entity is ever dissolved or becomes inactive – Andrew Chandler suggests the CBD as a possible beneficiary if a future LPN dissolution should occur. Chair and co-chair will meet with Chase in the coming week or so to determine best path forward.

3. Church Rent (paid through June 2017) Confirmed.
4. Insurance – motion to bind insurance quote - buying D&O insurance for 2017 starting January – funds from Savings account up to \$2000. Chris seconds – Unanimously passed.
5. Book keeping and taxes:  
Motion to hire a bookkeeper. Unanimously passed. CBD bookkeeper is suggested by Chris – and Board requests that a quote for services be acquired. Chris will acquire this from the CBD.
6. Membership goal and Drive
  1. Individual : resolved to remained at \$25 / Artist – Students possible sliding scale.
  2. Club/Bar: resolved to remained at \$100
  3. Merchants: resolved to remained at \$50  
Resolved to create a renewal notice (AC) and Increase outreach to Bars and clubs to try to double membership in 2017 for all categories. Andrew C will give pay pal log-in for app and swipe key to board members to increase outreach.
7. Mail Chimp email:  
Template has been created by Erica Waltmede and approved by board: - Much appreciated and will go into outreach action next month.
8. USPS PO box: \$160 (paid through June 30, 2017): Confirmed.
9. 2017 Budgets  
Operating Budget – Adopted resolution to create a 2017 budget –This month Friday Dec 9<sup>th</sup>.  
Community Support and Investment Fund – CSI-Fund (Mitigation funds): Adopted resolution to discuss structure for 2017 budget –This month Friday Dec 9<sup>th</sup>.
7. Alleyways
  1. Austin: Peskin and DPW commitment to supporting Alley Grant update.
  2. Hemlock : Board is updated on RFQ.
  3. Frank Norris
    1. Pavement to Parks Program:
      1. Dec 14 first meeting with school 8:30-9:30am/ Jan. 6- 11:15-12:15/ Jan.13 - 11:15-12:15/ Feb. 6 - 1:30-2:30pm
      2. March 24 Redding Spring Game Day
      3. \$20K budget for P to P :
      4. Motion By Andrew C to match this with \$20,000 to augment the project –  
Seconded by Chris Passed unanimously by the board.
  4. Fern
    1. Medallion issue: - moved to next meeting.

5. Marketing and publicity for alleyway plan; continuing the momentum:  
AD to bring proposal to board next Friday -
8. Friends of the Urban Forest
  1. Spring 2017 Planting  
Saturday March 11<sup>th</sup> event – LPN would like to plant as many as possible.

Andrew C makes a motion to commit for a minimum for \$135/tree to plant the smaller size trees where possible and would like to consider larger trees if data can be reviewed for benefit of survivability. Andrew D seconds this – unanimously adopted.

Follow – up with FUF, CBD for watering and general connection already in place for March 11<sup>th</sup> planting.  
FUF will present at January 2017 meeting.

9. Development updates: Motion to move to Dec 9<sup>th</sup> – Approved.
10. Cable Car Terminus: Motion to move to Dec 9<sup>th</sup> – Approved
11. Other items: Motion to move to Dec 9<sup>th</sup> – Approved

*Written, reviewed, and approved by LPN Board 12/3/16*