

Windsor Heights Neighborhood Association

Board meeting minutes from Monday, June 4, 2007

Hosted by David and Colleen Lange

Attendees: David Lange, Dave Jenison, Joan Wieder, Pat Moran, Sandy Davidson

This meeting was a continuation of the May 31, 2007 meeting agenda.

Next meeting: June 21, 2007, 6:30 p.m.

Hosted by Joan Wieder, 1810 – 79th Street, Windsor Heights

David and Colleen provided dinner before the meeting was called to order.

ZIP Code - “Call To Action”:

The meeting started off with a discussion of the ZIP code issue. Dave received information from City Hall and will forward that to Sandy by e-mail to add to the record book.

He also brought a draft of a letter we will be sending to the general membership encouraging them to sign and send to the Post Master General. Dave will incorporate a minor change to his draft and forward that letter to Sandy for distribution to the general membership by mass e-mail. He will also draft another letter to Congress and the Legislature to be distributed to the general membership for signature and mailing. This letter will follow up a trip to Washington, DC by Markeeta Oliver and other City officials the week of June 4. The intent of this letter is to reinforce to members of Congress and the Legislature that the residents of Windsor Heights are supporting the City’s request for our own ZIP code.

Press Release:

David handed out the press release that he wrote for publication in the Des Moines Register. The Board members reviewed and agreed on a minor change in wording in the last paragraph. David will revise and send to the reporter assigned to cover Windsor Heights news.

We also discussed other ways to make the public aware of the new Windsor Heights Neighbors Association. Among them are:

- asking City Hall to include an announcement in the city-wide newsletter distributed in the water bills and
- to ask them to put a link on their website to ours once it is posted to the internet. We would reciprocate and put a link to the City of Windsor Heights website on ours.
- participating in the Fourth of July parade and having an information booth in the park after the parade to recruit new members.

Membership/Dues:

Joan announced that we now have thirty-one members who have paid the annual dues. The total of the treasury is now at \$950. She has already obtained an employee ID number for us and is working with Harley Erbe on obtaining a tax-exempt status for the

organization. Now that she has an employee ID number, she will be able to set up a bank account with herself and David as authorized signatures on the account.

There was some additional discussion on whether linking a voting privilege to payment of annual dues would provide a true representation of the membership group if only those who had paid were allowed to vote. This topic of discussion will be forwarded to the Membership Committee for further evaluation. Their recommendations will be addressed and voted on at the January meeting of the general membership with implementation of any changes not occurring until 2008.

Locate a parliamentarian:

David will call John Thompson and ask him if he would be willing to serve in this capacity. Sandy will donate a copy of “Roberts Rules of Order” to the WHNA for this purpose.

Committees:

The Board decided to begin by forming the following committees:

- Membership Committee
- Liaison Committee
- Social/Meetings Committee
- City Issues Committee
- Community Service Committee

Board members were assigned the task of writing mission statements and begin setting goals and assigning tasks where appropriate for each of the above committees as follows:

Membership Committee:

Pat Moran volunteered to write the work plan for the Membership Committee. Some suggested goals for this committee were:

- Recruit new members;
- Promote public awareness of our group;
- Arrange for a float in the Fourth of July parade. Pat offered to call Jim McDonald to see if he would be willing to drive one of his antique cars on our behalf. Dave will investigate banners/signs to be used in the parade. He will try to get a local business to sponsor our float and will also get quotes for the purchase of a banner/sign.

Liaison Committee:

Joan Wieder volunteered to write the work plan for the Liaison Committee. The purpose of this committee will be to avoid a duplication of efforts already being addressed by existing community organizations such as “Keep Windsor Heights Beautiful” and the “Windsor Heights Foundation.” We could ask members who also participate in other community organizations to volunteer to take on issues other organizations may not want to tackle.

Social/Meetings Committee:

David Lange volunteered to write the work plan for the Social/Meetings Committee. The primary goal of this committee is to make arrangements for the quarterly meetings with the following suggested tasks:

- reserve a meeting facility,
- set the agenda topics of discussion,
- arrange for presentations

City Issues Committee:

Dave Jenison volunteered to write the work plan for the City Issues Committee (and possibly come up with a better name).

The principal purpose of this committee is to promote open and responsible government by having group representation at all public venue meetings:

- City Council, Planning and Zoning, Board of Adjustment, etc.
- Arrange forums/speakers to make presentations on city issues at the WHNA general membership quarterly meetings.

Community Service Committee:

Sandy Davidson volunteered to write the work plan for the Community Service Committee. The purpose of this committee will be to promote civic betterment and social improvements throughout the community by encouraging neighbors to work together to solve real or perceived problems in a civil manner.

- Provide a block party kit to encourage neighbors to get out and meet one another.
- Encourage local neighborhoods to form Neighborhood Watch groups.
- Organize a group of volunteers to help citizens in need of assistance:
 - ❖ Babysitting for someone with family in the hospital
 - ❖ Preparing dinner for someone with home hospice care or who have recently lost a loved one.
 - ❖ Encourage teenagers and young adults to volunteer.
- Collect donated tools and organize a “lending library” of equipment.
- Organize a “work exchange” based on number of hours exchanged. Members sign up and list the skills they have to trade: ie: drafting plans for building permit, yard work, sewing, quilting, legal advice, auto repairs, tax preparation, baking, etc.

Possible future committee—Communications:

Sandy will be responsible for distributing communications from the committees to the general membership group on an as-needed basis for now. If this responsibility grows too demanding some of these duties may be split up.

A Special Events Committee was discussed and it was decided this would be combined with the Social Committee for now.

A Fund Raising Committee was also discussed and it was decided that this would not be appropriate. We don't want to become competitive with any other organization such as the Windsor Heights Foundation.

A tentative date of July 17 was set for the next quarterly meeting of the general membership dependant upon the availability of a meeting facility. David will talk to Cindy about contacting 3E to reserve their conference room again.

The next meeting of the Board will be 6:30 pm on June 21 at Joan Wieder's home, 1810-79th Street.