ARBOR HILLS NEIGHBORHOOD ASSOCIATION

MEETING MINUTES

Wednesday December 02, 2015

Jim & Dora Cortada’s House

2917 Irvington Way

7:00-8:30pm

Attending: Kay, Katie, Neil, Dave, Jodi, Franck, Carol

Old Business

* Update on Website- Katie & Franck
	+ Katie and John looked at the website and determined it was a little more cumbersome than originally thought due to the size requirements of images. We will be able to setup email addresses through the website (instead of Gmail addresses). The new site probably won’t be up and running until around the end of January. They are investigating if we can design the site elsewhere and then import it; figuring out the best way forward. They will also look at the cost of imcreator.com and if there is a cost to import. They will investigate the ability to pay dues online too.
* Welcome Packet
	+ Katie handed out drafts. The question was posed if we want to add kids’ names and/or the number of kids and their ages to the Membership form. Need feedback by January 01. Franck reminded everyone that the Board previously voted that it doesn’t need to approve the final version of the Packet.
* Annual Meeting
	+ We had ~54 people attend; exceptional guest speakers. George Ermert wants to be the Public Relations person for the neighborhood. Jodi recommended documenting the tasks that need to be done by each Board member in order to prepare for and help run the Annual Meeting. And Neil recommended we consider recognizing certain people at the Meeting by standing up (such as new members, people who have been members for a long time, etc.)
* Halloween Party
	+ We had ~40 kids. Lots of Hispanic families- it would’ve been helpful to have Spanish speaking helpers. The church would like to take on more responsibilities next year. Recommend not scheduling it on a Packer/Badger football day. Overall, it was a great turn out and very successful. Consider hosting at the school next year and possibly in conjunction with the Leopold Neighborhood Association (but we’d have to be cognizant of space).

Items to Discuss and Vote On

* 2016 Board Meeting day and time
	+ Currently Meetings are on the fourth Thursday of the month. It is recommended that we meet on the fourth Tuesday of every month in 2016. Carol will check with Brad that we can use the room on those days. Carol motioned, Franck seconded. Everyone approved.
* Treasurer’s Report
	+ Dave handed over all files to Neil. Discussed transferring his name at the bank.
	+ Franck motioned, Katie seconded, everyone approved the Report.

Committee and Other Reports

* Katie will pursue getting one Facebook page (cancelling the old one, getting the new one setup).
* Franck objected to the Family Science Night e-blast because it was not specific to a neighborhood activity. It will be helpful in the future to have guidelines about what information is disseminated via which methods (e-blasts to members/non-members, website, Facebook, newsletter, Next Door, etc).
* Jodi presented statistics on the e-blasts sent out so far and the other functions and information that can be collected through Vertical Response.