

## April 6, 2020 Board Meeting Via Zoom

Present: Carolyn Burgess  
Hillary Conlon  
Steve Hanson  
Chris Johnson  
Dave McGuinness  
Nancy Mueller  
Sue Piper  
Brenda Roberts  
Elizabeth Stage

Absent: Ken Cohen

The meeting was called to order at 7:20 pm by Chair Steve Hanson

1. **Minutes of February 17, 2020** were approved with the addition of the Financial Report to be included.
2. **Treasurer's Report – Brenda Roberts**
  - a. As of March 31, 2020, NHCA had \$14,905.56 in the checking account and \$7,669.06 in the Savings account (See attached report).
  - b. Brenda noted that the Covid-19 pandemic could impact our fund raising and potentiality for volunteers in the garden.
  - c. She reported that the 2019 Non-profit tax report postcard is ready to file, but that we still have to compile information for a long form for 2016. Brenda is compiling the information and will file it once the form is complete, prior to the May 15, 2020 deadline.
3. **Communications Committee—Chris Johnson**
  - a. The annual meeting was postponed due to the pandemic. Steve Hanson asked board members to review the proposed PowerPoint that we were going to share at the annual meeting with the intent to post it on the website by the end of the week. Board members were asked to send him their comments by Thursday.
  - b. Chris Johnson will review alternative platforms for video conferencing for the rescheduled annual meeting, public safety committee meetings and other meetings, as the Stay-at-Home orders for the Coronavirus are likely to continue for a period of time.

- c. He noted that he added a list of local businesses open during the Covid-19 quarantine and would like to add links to other practical resources and tips, if Board members would forward them to him.

**4. Public Safety Committee – Carolyn Burgess**

- a. The February 27 meeting was videoed and posted on the website. About 60 people attended.
- b. The next meeting is scheduled for May 28 and the focus was planned to be on fire safety. But given the current extended Stay-at-Home orders, we should look at other alternatives. One might be posting videos on the topic. Brenda said she would research the best platforms for online presence with meetings.

**5. Annual Meeting- Steve Hanson**

- a. Steve and Chris will explore the feasibility of holding the annual election of Board members online to try to fulfill the annual responsibility per our Bylaws. They will see what Montclair Neighborhood Association and Rockridge are doing.

**6. Garden Committee- Hillary Conlon**

- a. Hillary noted that with the statewide Stay-at-Home orders, the City cancelled the Earth Day workdays, as did SalesForce, Williams Sonoma and the Hayward Mission Church of God. Chevron has cancelled any planning for the fall. Consequently, no workdays have been scheduled for the foreseeable future. The Board asked the Garden Committee to come back with a proposal for the feasibility and cost of hiring a contractor to help keep the gardens maintained, as they would not only pose a fire hazard if left unmaintained, but would impact the credibility of NHCA, which has taken on the responsibility of their ongoing maintenance.
- b. She added that she put through a grant application for Keep Oakland Beautiful for an \$800 grant to build a bee and butterfly garden at Gateway. She hopes to hear about the grant in June.
- c. Gateway Extension garden has not been finalized with the City. Hillary said she has put inquiries as to the status on the back burner during the Stay-at-Home orders as the City is focused on Covid-19.

**7. Announcements**

- a. Sue Piper asked Board members to pass along information about a Youth Video Contest on Emergency Preparedness that the Oakland Firesafe Council has launched to encourage youth between the ages of 13 and 21 and their families to become engaged with the topic. The deadline for submittals is April 20. She asked members to send the announcement to friends, family, neighbors with kids in that age range.
  - b. Elizabeth Stage asked Board members to complete the 1 minute survey that she and Sue sent out asking local residents what would be the best time of day and day of week for an online brainstorming session with the School District on the future of the Kaiser School property.
8. **Next Meeting** will be Monday, April 20 at 7 pm – online.
  9. The meeting was adjourned at 8:45 pm in recognition of Carolyn Burgess on her upcoming surgery.