



North Hills Community Association Board Meeting Agenda

February 21, 2022 - DRAFT 2

7:00 PM

Meeting Via Zoom

Join Zoom Meeting

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Board Members

Carolyn Burgess, Public Safety Chair

Celine Gyger-Acting Garden Committee chair?

Steve Hanson - Chair

Chris Johnson –Treasurer, Communications Chair

Mark Lecter

Nancy Mueller, Secretary

Elizabeth Stage –V. Chair, Public Safety V. Chair

Guests:

1. Call to order

2.Introduction of Guests

Please introduce yourselves at the appropriate time

2.Review and approval of draft minutes-

a. **Draft Meeting minutes for January 17, Attached**

3.Review of agenda- adoption of agenda – February 21, 2022

4. Board Membership

- a. Steve Hanson is selling his home and moving out of the NHCA area.
- b. Discussion and actions to take.

5. Treasurer’s Report

- a. General Financial Report for end of year 2021
- b. Reconciliation of Garden funds

- c. Discussion concerning allocation of designated funds
- d. **Budgets for next year- Administration – Communication – Garden – Public Safety** – No budgets have been adopted as yet

6. **Communications Committee**—Chris Johnson

- a. We posted nothing. We need to continue updating and posting on our website pertinent information or change the contract.

7. **Public Safety Committee**—Carolyn Burgess with assistance from Elizabeth Stage

- a. Next Public Safety Committee –update - Oakland DOT? Hosted on zoom
- b. Continued monitoring and reporting on Redistricting Commission – never ending process. Council and School board districts. On-going – Elizabeth.

8. **Garden Committee**— Celine Gyger – to report.

- a. Current Status of the Firestorm Memorial Garden
 - 1.) CCTV camera reactivation? Uses Verizon cell service and notifies account holder. Sue wants to purchase her camera, if we are not using it.
 - 2.) Steve has some garden garments and jackets signs which I need to hand off.
 - 3.) Donna Karch and another neighbor will work with the volunteers and Mary Alice (?) will continue to handle the trash and speak to the people who are loitering.
- b. Current Status of the Gateway Garden and Emergency Preparedness Center
 - 2.) Report and updates?
- c. Review of Garden Finances
 - 1.) Last year's budget
 - 2.) This year's budget
 - a.) Are there contracts for services or other obligations that must be met?

9. **New Business**

- a. Goals and programs for 2022. Do we need to set aside some time to discuss what are programs will be for next year? Special meeting?

10. Old Business?

11. Adjourn

(Attachments)

Draft Board Minutes - attached
Financial Report

NHCA Jan 17, 2022 Board Meeting Minutes, via Zoom, 7pm

Present: Carolyn Burgess- Public Safety Chair

Celine Gyger

Steve Hanson- Chair

Chris Johnson- Treasurer

Nancy Mueller (elected as Secretary)

Elizabeth Stage- Vice chair

Guests: Mark Lecker

Dave McGuinness

Selma Meyerowitz

Gordon and Sue Piper

Mary Alice Rathbun

1. The meeting was called to order at 7:03pm by Chair, Steve Hanson.
2. Guests introduced themselves. Mary Alice specializes in picking up trash on Hiller Drive and the Demonstration Garden. She has enlisted Dave McGuinness to help her. Selma saw the notice of the meeting in Announcements and that she was invited to join in, so she did.
3. **Minutes of Dec 17, 2021.** There were no minutes in December as that date was the NHCA holiday party.
4. **Election of Officers. Secretary-in nomination, Nancy Mueller** Steve began the meeting by saying Nancy was willing to be Secretary since Sue Piper has moved to Oregon. Elizabeth nominated Nancy. There were no others who volunteered to serve. Nancy mentioned she can't do the minutes simultaneously like Sue did and it will take a few days after the meeting to turn in the minutes, but she will do her best. There were no objections and it was a unanimous vote to approve her.

5. **Election of New Board Member- Mark Lecker.** Mark introduced himself. He said he is a neophyte to NHCA but has been on numerous boards, including the Board of Thornhill Elementary School, PTA president of Oakland School for the Arts and numerous other boards and groups. He is interested in community affairs and outreach, communication and contributing to the community. Chris moved to place Mark on the board, Carolyn seconded. He was approved unanimously. Welcome Mark!
6. **Treasurer's report.** Chris summarized that Brenda Roberts, the previous treasurer, quit abruptly and Chris had to pick up the pieces. He created an Excel spreadsheet which the board received under separate cover. Chris will also post the treasury report in the NHCA Dropbox file. Some highlights of his summary (rounded to the nearest dollar): Total income for 2021 was \$26,958 Total expenses for the year were \$30,006 which included \$12,947 for the Comeback Picnic. The balance as of 12/31/21 is \$22,102 roughly held 50/50 between checking and savings. (Hold on to your seats, the interest income on the saving account was \$.95. 😊)

There were questions if the 12/8/21 mailing, a 2page "2021 Year-End Summary" was worth the cost of \$3090. From 12/8 to 12/31, \$4924 came into the treasury. \$625 was paid back to Chris as a refund to him for paying EBRPD a \$625 deposit for the Comeback Picnic. (Steve noted NHCA did not have a checking account or credit card but that has been rectified.) An additional \$479 was received by the treasury to date, checks written in 2021, to be credited to the fundraising letter.

The board consensus felt the money well spent. The summary was excellent and well received. It should be posted on the NHCA website asap if not already on it. Thank you Chris for a job very well done!

Chris continued to explain IRS allocations for non-profit spending. NHCA 2021 spending was roughly as follows:

12% Administrative	\$3,807
75% Programs	18,900
13% Fundraising/marketing	3,562

For accurate details please review Chris's financial report. NOTE: 2021 had the most money raised by NHCA ever.

7. Reimbursement for Monies spent by Mary Alice and Dave. Sue gave Mary Alice some gloves and graffiti paint for graffiti on the steps at the Demonstration Garden. She and Dave have spent some personal money on trash bags. Dave asked them to submit invoices for reimbursement. If there is a large funding request, i.e. over \$1,000, this must be submitted to the board for approval.

8. Budgets for next year: Administration, Communication, Garden and Public Safety Budgets need to be submitted for adoption.

9. Communications Committee

The newsletter campaign and mailing was a big success. Report by Steve on the ongoing web site Maintenance and updates. Dora posted nothing in December so she did not bill us. It was noted the "2021 Year End Summary" should be posted on the Web.

10. Public Safety committee. Carolyn with assistance from Elizabeth

The quarterly Zoom meeting, February 24, will be with Oakland DOT about the new Paving plan. All advised to continue calling 311 with Pothole issues.

Carolyn said a lot of changes coming in OPD. They are going from 5 to 6 Areas. Our new Area Captain will be Captain Wingate. He was our officer but his son was badly hurt in a terrible accident but is better now and Capt Wingate is returning to us. Carolyn said he is excellent. He is in charge of all other beat CRO's (Community Resource Officers), and patrol assignments. There will be changes with our NSC, Neighborhood Service Coordinator. It was Angela Moore. Oakland is switching to High Impact areas. Our area is not as dangerous as other areas in Oakland.

Mark was able to get "No Parking" signs on his street, Capricorn, in Montclair. We will look to him in getting help with "No Parking" signs for other areas in NHCA.

Mary Alice noted there was stolen mail on Norfolk which had been dumped under the Hiller sign. She returned this stolen mail to the owner of the mail. It is a federal offense to tamper with the mail. Report to OPD and USPS websites. It is important to report so they can keep track of patterns.

Nancy reported there had been a break-in to the front entry side panel at Star Grocery (on Claremont Ave at The Uplands, actually in Berkeley) on 1/16/21 in the night. A cash register was stolen but with little money.

Sue Piper reminded us to follow through with getting “No Smoking” signs for Gateway.

Redistricting. They did not meet the Dec 31 deadline. So it is in limbo. They did not get the 9 votes to change it. The map NHCA prefers is gaining momentum.

11. Garden Committee

We did not discuss if we should provide a plaque or commemoration for Sue & Gordon as they were on the call but we should discuss next meeting.

Should we reactivate the CCTV security system and who would take the calls?

We did not discuss who should take the Garden Chair position. Donna Karch and Frank Keely were mentioned. They are working with groups of 5-10 Piedmont parents and their children, on Wednesdays and Saturdays.

Due to complications of the agreement from the City of Oakland, we will not be expanding the Gateway Gardens to the N of the current site. Gordon is trying to get HH5 to step up and maintain this area below their houses. Hiller Highlands Five

Friday mornings with Celine. Celine has kindly offered to start a weekly garden time at the demonstration site.

There are also corporate groups who will come once a month. David Leafhopper can be hired. He specializes in irrigation.

12. Strategic Planning for next year

Budget, goals for next year? Another community picnic? Chris suggests a ½ day planning session for next year. Steve agreed.

Meeting adjourned at 8:32 pm

Nancy Mueller s/ Secretary

