



**North Hills Community Association
Board Meeting Minutes
Claremont Club and Spa, Berkeley Room
March 18, 2024**

Board Member Attendance: Carolyn Burgess, Miki Chan, Dan Conolly, Donna Karch, David Kessler, Vicki Oliveira, Elizabeth Stage

Board Member Excused Absence: Nancy Mueller

Guest Attendance: None

1. Call to order: Dan called the meeting to order at 3:34 P.M.

2. Review and Adoption of Agenda: By consensus the agenda was adopted with the addition of the Draft Minutes of March 16, 2024.

3. Review and Approval of Draft Minutes of February 19, 2024 and March 16, 2024. Carolyn made a motion to approve the February 19, 2024 minutes as presented. David seconded. Motion carried. David made a motion to approve the minutes of March 16, 2024. Dan seconded. Motion carried.

4. Treasurer's Report: Donna presented the Treasurer's Report. Donations between February 10, 2024 and March 15, 2024 totaled \$380; expenses totaled \$160. The current balance in the checking account is \$8,708.56. The current balance in the savings account is \$13,184.21. The total available funds (combined checking and savings) for NHCA are \$21,892.77. Donna pointed out that State and Federal Taxes must be filed. Upcoming expenses include the post office box rental, and NHCA's insurance policy, which cost \$2,599.00 in 2023. There was a brief discussion re renewal of the mailing permit; Carolyn will confirm whether a renewal fee is required. Elizabeth inquired about budget.

5. Committee Reports

a. Communications Committee Report. Donna reported that David and Barry Pilger successfully added all OpenForum subscribers to Announcements. After "Digest" was deleted, several OpenForum subscribers requested that it be reinstated. Once again, "Digest" is an option. Donna and David have resubscribed people to "Digest" when the requests have been received.

Barry formatted Announcements for the Annual Meeting, which allowed all the information to be posted in the text of an email, without the need for attachments. Barry has offered to continue to help with Communications.

Barry is continuing to work on the website revisions and expects to have a report by the end of next week.

It's time to begin formulating ideas for the first Constant Contact newsletter. In the past, we discussed that the Chair of each Committee would submit an article for the newsletter. The Board had a brief discussion of Constant Contact, but no decisions were made.

b. Public Safety Report. Public Safety Report Feb/Mar 2024. Carolyn attended, and participated in the following meetings:

Feb. 17: Meeting with Oakland Auditor Michael Houston 2-4 pm Montclair Presbyterian Church; March 12: Finance and Management Committee 9:30 am Oakland City Hall re Abandoned Autos, HR new Director Mary Hoao presenting staffing report; March 12: Public Works and Transportation Committee, 11:00 am Oakland City Hall, Abandoned Autos, Potholes and 5-year Paving Plan Reporting - Michael Ford Director; March 12: Public Safety Committee 6:00-Canceled; March 12: Meeting with Miki Chan re Overview of NCPC job; March 17: Annual NHCA Meeting, 2-4 pm Montclair Presbyterian Church.

Carolyn wants clarifications re what can be posted on Announcements vs Open Forum. She would like to contact people who have provided their contact information on sign-in sheets and encourage them to sign-up for Open Forum or Announcements.

Miki is interested in representing NHCA at a table at the Montclair Farmers' Market.

c. Garden Committee Report. Vicki presented the March/April 2024 report.

The 2024 Gateway Garden maintenance work begins with following group gardening days: March 17: The Berkeley Project Volunteer Day, 9 am-12 noon Gateway Garden and Pavilion; April 6: The Berkeley Project Volunteer Day, 9am-12 noon Gateway Garden and Pavilion. Hillside Gardeners will start again in April.

Vicki reported that only 16 volunteers showed up for the March 17th gardening event. She said that the April 6th gardening event is a big project.

d. Advocacy. David will contact District 4 Council Member Janani Ramachandran's assistant, Nathan re the legislation calendar and attending committee meetings. David will try to involve residents in Oakland's legislative process, especially encouraging attendance at afternoon Council committee meetings. Elizabeth also attends many of the committee meetings and thinks that Janani will welcome more involvement by NHCA. Carolyn wants to participate in the City's zoom meetings. Both David and Elizabeth will provide Advocacy reports to the Board.

6. New Business

a. Election of Officers/Discussion of Positions. David made a motion to keep the same individuals in the five officer positions. Donna seconded. Vicki announced that she did not want to remain Chair of the Garden and Events Committee. She said that she had spent two years working on the Garden and Events Committee and wanted to do other things. She said that she does not want to remain on the Board, and she left the room.

Carolyn made a motion to nominate Dan as Chair. Carolyn was told that there was a motion and second on the table.

Dan announced that he, too, was resigning from the Board.

David is concerned about the continued existence of NHCA.

Carolyn made a motion to adjourn the meeting. David said that there will not be a decision made today regarding the election of officers or committee chairs. The decisions were tabled.

Miki said that the meetings are too uptight. She emphasized that the meetings should be positive and fun. Donna said that past Board members have said the same thing.

Elizabeth seconded Carolyn's motion.

David suggested that NHCA make a \$150 donation to the Montclair Presbyterian Church and thank them for allowing NHCA to use the Church's Family Room for the Annual Meeting. Carolyn and Elizabeth said that NHCA has made donations to them in the past. The Board approved the \$150 donation.

The meeting was adjourned at 4:54 P.M.

Respectfully submitted,

Donna Karch/Nancy Mueller
NHCA Co-Secretaries