



**North Hills Community Association
Board Meeting Minutes
Claremont Club and Spa, Berkeley Room
April 15, 2024**

Board Member Attendance: Carolyn Burgess, Miki Chan, Donna Karch, David Kessler, Nancy Mueller, Elizabeth Stage

Guest Attendance: Rajani Mandal, Glen Arms Neighborhood; Anna Sarukhsnov, a Buckingham neighbor.

1. Call to order: David called the meeting to order at 3:38 P.M.

2. Review and Adoption of Agenda: Carolyn moved to adopt the agenda as presented; Donna seconded. Motion carried 6-0.

3. Review and Approval of Draft Minutes of March 18, 2024 minutes. Elizabeth moved to approve the minutes as presented. Carolyn seconded. Motion carried 6-0.

4. Treasurer's Report:

Donna reported that she had filed the 2023 IRS and California tax forms for non-profits. The State of California charges an annual \$25 renewal fee.

Donations between March 15, 2024 and April 15, 2024, totaled \$786; expenses totaled \$557. The current balance in the checking account is \$8,937.56. The current balance in the savings account is \$13,234.32. The total available funds (combined checking and savings) for NHCA are \$22,171.88.

Donna reminded the Board that NHCA's insurance policy, which cost \$2,599.00 in 2023, is paid through June 8, 2024.

5. Introduction of Guests:

Rajni Mandal, representing the Glen Arms Neighborhood of Beat 13Y, South of Hwy 24, has organized about 300 homes in her neighborhood with Neighborhood Watch captains and extensive email lists. She will attend some of our meetings.

Anna Sarukhanov lives on Buckingham and Tunnel. She has about 100 homes organized. On April 14, 2024, there was a shooting in her neighborhood around midnight when one neighbor came home late, and the would-be robber of a catalytic converter was interrupted and fired shots. No one was hurt. Anna is considering volunteering for the Board.

6. New Business

a. Election of Officers

Elizabeth suggested we start with the easiest ones: Treasurer and Secretary. Elizabeth moved Donna continue as Treasurer and Nancy and Donna as co-secretaries. Donna and Nancy both agreed; the vote was unanimous.

Elizabeth moved David as Chair, and Miki as 1st Vice-chair. The vote was unanimous.

Carolyn was elected as Public Safety chair at our annual meeting on March 16, 2024, and is automatically 2nd Vice President. Miki will also serve with Carolyn on Public Safety.

b. Establishment of Committees/Discussion of Positions

David would like more neighbors to become involved in NHCA. Maybe not be on the Board but to create committees, i.e. insurance.

Gardens & Community. David would like to move away from NHCA tending the two gardens.

Nancy reported that Fred Booker, previously a Board member of NHCA and a former Master Gardener, would like to see the Alameda County Master Gardeners help in the redesign and planting a firesafe native plant & pollinator garden at the Gateway Garden.

Nancy would also like to see the possibility of a pollinator, or butterfly garden. She met a woman from Redwood Heights Gardens at the D4 commendation event that Janani sponsored in February 2024, who was involved with a pollinator garden in Redwood Heights.

Fred will be back from travelling later this week and he and David will meet and discuss the gardens.

Nancy is concerned that the irrigation be turned on at some point and be up and functioning. David Leafhopper, an irrigation specialist, helped Gordon Piper and Dan Conolly with the same. While David Leafhopper is retired, he is willing to help NHCA with the system and estimated a budget of \$300 should cover both gardens.

Anna thought she could try to raise some money for gardening efforts. She tends a small creek garden area near her house.

Communications. Donna wrote a proposed Communications Plan, hereby attached as Attachment 1. Barry said the website is more complicated than he thought, and he may need another several weeks. Dora needs more content. We need to feed her information.

Membership. The Board will contact several people to fill the Chair of the Membership committee.

Advocacy. David submitted Advocacy goals, which are attached as Attachment 2.

Public Safety. Carolyn submitted a Public Safety report, which is attached as Attachment 3. She urged folks to talk with people "Downtown".

She is hoping to get OPD Chief Mitchell at the next Public Safety meeting on May 23. She is awaiting confirmation. She reported that 911 is getting stabilized. Janani is involved and has helped move things along.

c. Election of new Board member. Anna agreed to serve on the Board. She was asked to leave the room for a vote. After a brief discussion, the Board voted unanimously to approve Anna for the Board.

d. Gardens. Irrigation maintenance. Nancy moved that the Board allocate \$300 for irrigation maintenance and repair. Donna seconded the motion. Motion carried. David Kessler will check in with Fred and David Leafhopper.

7. Old Business

a. How do we connect all the Neighborhood Watch Group Captains?

b. Miki has secured a spot at the Montclair Farmers market for a booth for NHCA. She was rained out the day it was supposed to be held. Anna offered to volunteer with Miki at the booth.

Adjournment at 5:11pm

Respectfully submitted,

Donna Karch and Nancy Mueller, co-secretaries