

Subject: FW: STFNA revised draft board meeting minutes

Santa Teresa Foothills Neighborhood Association (STFNA)
Board of Directors Meeting
January 21, 2010

Board members in Attendance:

John Hesler- Vice-President
John Cunningham—Secretary
Rick Mandel—Treasurer
Lynne Paulson—Recording Secretary
Jon Reinke—Director
Laura Cowen—D 10 Council
Assistant and Proxy for Nancy Pyle

Absent:

Matt Freeman-President
Nancy Pyle—Director
Ash Kalra—Director
Eleanor Basa--Director
Stacie Shih—D2 Community Outreach
Manager and Proxy for Ash Kalra

Next STFNA Board Meeting

Tentatively scheduled for Thursday February 18 at 6:30-8pm but date and location will be confirmed later.

Other Upcoming Events

Saturday January 22 Mayor's Fourth Annual Neighborhood Association and Youth Commission Priority Setting Session.

Action items

1. John Cunningham Prepare minutes from Oct 15 STFNA Board meeting.
2. Rick Mandel Include Wild Apricot web service fees in list of earmarked funds in Budget report.
3. John Cunningham Send reminder to STFNA Board regarding Jan 22 Mayor's budget/priority meeting (Completed 1/21/10).
4. John Hesler Send email to Mayor's office regarding STFNA input for Budget meeting on Jan 22 (Completed 1/22/10)
5. Laura Cowan Obtain notes or reports from Mayor's Jan 23 budget meeting
6. John Hesler Submit form related to STFNA donation to the SJ Library
7. Rick Mandel Arrange for check to be submitted for STFNA donation of \$250 to the SJ Library
8. John Cunningham Draft an email to be sent to the STFNA membership letting them know how to contribute directly to the SJ Library
9. John Hesler Ask Ash Kalra about the Santa Teresa Library opening event schedule
10. Matt Freeman Include Santa Teresa High School issues on agenda for next STFNA Board meeting
11. Lynne Paulson Find out from Matt information on preparing STFNA business cards for STFNA Board members
12. Matt Freeman Include election of officers on agenda of next STFNA Board meeting
13. Matt Freeman Request input from STFNA Board members on schedule for STFNA Board meetings to find out if we need to change it from the 3rd Thursday of the month
14. Matt Freeman Determine when to initiate letter writing campaign and survey related to trail section between Snell and Cahalan.
15. Stacie Shih Find out information about VEP Community Association group solar purchase program and provide the information to John Hesler.
16. John Hesler Continue to develop a plan for residential solar equipment purchase for STFNA members that would result in discounted prices.

17. Lynne send Danielle request to add Jon Reinke to STFNA Board email list (Completed 1/22/10)

Approval of Meeting Minutes

The draft minutes of the October 15 Board meeting are not yet available. The draft minutes for the November 19, 2009 STFNA Board meeting were approved by a vote of 4 Yes (Hesler, Cowen, Paulson, Mandel) with 2 Abstain (Reinke, Cunningham).

Financial Report

Rick Mandel presented the financial report for the time period of November 19, 2009 to January 21, 2010 (Attachment 1). A detailed spreadsheet tracking the scholarship money was also provided (Attachment 2). Some donations and membership fees were received. Some expenses are still outstanding such as the printing for the Fall newsletter. Next time Rick will include the estimated fees for the Wild Apricot web service as earmarked funds (Action Item 2). The financial reports were approved unanimously.

Mayor's Budget Input Session

On Saturday the Mayor is holding a 4th annual budget priority setting session with representatives of neighborhood groups. It appears that no one from our board is able to attend. John Cunningham will send a reminder to the STFNA Board to see if anyone can participate (Action Item 3). In case no one can go, John Hesler will send an email to the Mayor's office to indicate STFNA budget priorities and input (Action Item 4). This will include priority on public safety, minimizing cuts to services such as libraries and parks, and looking at ways to cut down the cost of city services including limits on employee salaries and benefits. Laura Cowan will find out how to get notes or reports from the meeting (Action Item 5).

Santa Teresa Library

Dave Fadness from the VEP Neighborhood Association has requested contributions for the San Jose libraries to be used for purchases of books and other items the new libraries will need. John Hesler proposed that STFNA make a contribution. After discussion, a motion was passed to donate \$250 to the library. This will enable STFNA to be recognized as a contributor on a plaque at Santa Teresa Library. John Hesler will fill out the necessary form (Action Item 6). Rick Mandel will help issue a check (Action Item 7). John Cunningham will draft an email to send to the STFNA membership, telling them how to contribute directly to the library funds (Action Item 8). John Hesler will also ask Ash Kalra about the Santa Teresa Library opening event schedule (Action Item 9).

Santa Teresa High School

Jon Reinke has been active on Santa Teresa High School issues. He is currently chairman of the bond oversight committee for East Side Union High School District. He noted that a multipurpose room will be built at Santa Teresa High School. This is one of many funded construction projects for the school district that will begin this year. It was decided to add discussion of Santa Teresa High School issues such as school lighting and events to the agenda for the next STFNA Board meeting (Action Item 10).

Business Cards

Lynne Paulson pointed out that most other neighborhood association board members obtain business cards to facilitate their work in supporting the association. Lynne will ask Matt Freeman how and where he prepared some so that any board member can use the same format to obtain STFNA business cards (Action Item 11).

Announcements/News from City Council Districts

Laura Cowen, City Council District 10 Council Assistant reported that movie nights for kids are being held. STFNA will be asked to help publicize these events.

Coyote Alamitos Canal Trail

Per our previous discussion at the November Board meeting, several board members met with Nancy Pyle and Ash Kalra regarding a proposal to prepare a plan to open an approximately 1.7 mile section of the trail from Snell Ave to Cahalan Ave. Nancy and Ash agreed to have a meeting with the Parks Department in early 2010. Laura Cowan reported that the meeting will take place next week.

Election of Officers

Election of STFNA Board officers was delayed until a future meeting where some additional members could be present (Action Item 12).

Board Meeting Dates

With new Board members joining us, we will need to check via email whether we still want to hold the regular Board meetings on the third Thursday on the month (Action Item 13).

Status of Previous Action Items

1. John Cunningham Prepare minutes from Oct 15 STFNA Board meeting. OPEN—*moved to new Action item list above.*
2. Laura Cowan Request that Foothill Park Planting Repair project retain the existing doggy bag dispenser. Completed-*Documents indicate there would be no change*
3. Jacqueline Price Continue to lead the STFNA Scholarship Committee. Confirmed
4. Lynne Paulson Continue to keep the Board informed regarding progress on our issues on the Santa Teresa Park Historic Project. Confirmed
5. Stacie Shih and Laura Cowan Set up meeting with Nancy Pyle, Ash Kalra and some other STFNA Board members to discuss the Coyote Alamitos Canal trail plan. The third week of December may be the best time. Completed *and meeting held Dec 18.*
6. Lynne Paulson, John Hesler, Matt Freeman Locate large map showing ownership of the land along the Coyote Alamitos canal. Completed—*small version handed out in Dec 18 meeting*
7. Matt Freeman Determine when to initiate letter writing campaign and survey related to trail section between Snell and Cahalan. OPEN *moved to new Action item list above.*
8. Stacie Shih Find out information about VEP Community Association group solar purchase program and provide the information to John Hesler. OPEN *moved to new Action item list above.*
9. John Hesler Continue to develop a plan for residential solar equipment purchase for STFNA members that would result in discounted prices. OPEN *moved to new Action item list above.*

Submitted by Lynne Paulson, Recording Secretary

Minutes approved at (date to be added later) Board Meeting

Attachment 1
Budget Report

STFNA
Budget Report
November 19, 2009 – January 21, 2010

November 19 beginning balance **\$ 4676.89**

Deposits and Credits

Jan 21 Donations via PayPal	19.12
Jan 21 4 donations deposited at Wells Fargo	110.00
Nov 23 donations deposited at Wells Fargo	375.00

Withdrawals & Debits

Nov 25 chk# 1091 (Costal clean-up day supplies)	24.97
Jan 19 chk card fee	25.00

January 21 ending balance **\$ 5131.04**

Notes:

- Earmarked for Curie Parkstrip Beautification Project (grant – Jaqueline Price contact) \$ 87.69
- Fall newsletter printing costs estimated around \$500
- For STFNA Scholarship, there is \$45.
- Have to visit the bank again this year to reverse check card fee.
- Adjusting the ending balance for the earmarks, printing, scholarship, expected \$25 reversal, there is about **\$4,523** unencumbered in the account.

Attachment 2
Scholarship Report

STFNA Scholarship

Date	Donations		Payments	Description
	Receipt	Deposit		
2009-10-29	\$45			Checks
2009-11-05		\$45		Deposit at Wells Fargo

Total
 \$45 \$45 \$0

Receipt => When treasurer receives money
 Deposit => When money gets deposited into bank
 Payment => Scholarship money paid out