

HANA Board Meeting Minutes

Date: October 10th, 2006

Time: 7:00p.m

Duration: 1:35

Place: Recreation Park West Meeting Room

Recorder: Barbara Doulas

Attendees: Pat Rosen, Mike Kalway, Barbara Doulas, Nick Julian, Michael Weber, Ed Sobon

Proceedings:

- 1) Attendees signed-in.
- 2) Reviewed minutes from September meeting.
- 3) Insurance delayed
 - a) Defer until mission defined.
 - b) Michael Weber left Bob Baratta (attorney who filed papers to establish non profit status) message to get relevant HANA paperwork.
- 4) Old Fashioned Christmas
 - a) Set date for December 10th, from 5:00pm – 8:00pm.
 - b) Greens orders due by October 29th. Need newsletter out ASAP.
 - c) Dave to coordinate delivery of newsletters. Board members to each check in w/Dave via phone when their delivery is received. Setup backup system for all deliveries not done by Sunday.
 - d) Brian Daley cannot host luminary party (as per Dan Walsh). Confirm and find alternate location to make luminaries as needed.
 - e) Need to find Xmas coordinator (to replace Dan Walsh). Michael Weber to email list of coordinator's duties to board. Dan's duties include scheduling horse and carriages, scheduling open houses, organizing carolers, among other things.
 - f) Mike Kalway can assist with coordination (but not take on entire effort).
 - g) Ed Sobon can help with tickets for carriages (depending on Bears schedule!) – will confirm availability.
- 5) HANA Direction
 - a) Mike Kalway proposed to select a time (in 2007, after holidays) when HANA core team can participate and walk-thru w/facilitator to define our mission statement.
 - b) Need to determine HANA's position as a political, social, watchdog (teardown, etc.) organization as to how it can best benefit the HANA community.
 - c) To define mission need to focus and prepare as follows:
 1. Study history of HANA
 2. Get active participation
 3. Utilize a structured and formalized meeting format with a mediator
 4. Solicit new board members with specialized skills that can benefit HANA (such as attorneys, insurance experts, etc.).
 - d) Nick Julian supplied a list of suggested topics for HANA to focus on in 2007 (see addendum).

Summary of September Action Items

- *D. Walsh: Coordinate October newsletter writeup for Holiday greens info.*
- *B. Doulas: Coordinate October newsletter writeup for membership solicitation, UNICEF campaign, “Radon in Home” article, Festival Park Gazebo article, and, potentially, injured/orphaned wildlife article).*
- *E. Macke and B. Doulas: Investigate membership database solutions.*

Summary of Outstanding Action Items

- *D. Landeweer to coordinate with block captains to get feedback from block captains when distribution is complete and, for the next delivery, also the number of newsletters delivered along with the addresses of the designated households, so as to provide HANA with a more accurate number of required newsletters for printing purposes and cross-checking of addresses for the membership database.*
- *HANA current mission definition: HANA officers, which? (John Triss?): Need a copy of charter and by-laws, as well as a copy of articles of incorporation. Also need to “Build HANA” and define future tasks.*
- *Next (July) meeting: See section 11, Building HANA, Tasks for the Future*
- *Weber: Consider adding a personal commentary from a HANA board member (primarily president) in the newsletter to lend a personal touch and convey a special message to the readership. “A Word from your HANA <president, other officer>”.*
- *B. Doulas to investigate lowering printing costs.*
- *D. Walsh to explore alternate HANA meeting locations (library, residence, restaurant, etc.).*