

## HANA Board Meeting Minutes

**Date:** 09/09/08

**Time:** 7:30p.m.

**Duration:** 1.5 hour

**Location:** Recreation Park

**Recorder:** Barbara Doulas

**Attendees:** Pat Rosen, Frank Lenahan, Sharon Scharringhausen, Chris Barnes, Mike Kalway, Barbara Doulas, Mary Kelly

1. August minutes reviewed and approved
2. HANA Financial Report
  - 2.1. Total Assests: \$1996.71
  - 2.2. Total Liabilities & Equity: \$1996.71
  - 2.3. Net Income: -\$1688.93
3. Website:
  - 3.1. Ed Macke willing to continue as webmaster for now since he will be residing in the neighborhood indefinitely.
4. Frontier Days Check ~\$525 needs to be reissued to Frank Lenahan from G.Menzies (last spoke on LaborDay)
5. Discussed non-profit status – decided to make no change for time being.
6. Welcome committee
  - 6.1. Productive August subcommittee meeting
  - 6.2. Plan block captain thank-you reception on November 9th
    - 6.2.1. Wine & cheese reception at Scharringhausen household 3:30-5:30
    - 6.2.2. Mail out invites by September 18<sup>th</sup> (rsvp by October 6<sup>th</sup>)
    - 6.2.3. Party favor for block captains – decided on candle favor
    - 6.2.4. Follow-up meeting to finalize plans in late September
    - 6.2.5. Consider having a HANA “volunteer-of-the-year” for future
    - 6.2.6. Also, invite Greg Menzies to thank him for his many contributions
7. Make a Difference Day
  - 7.1. 4<sup>th</sup> Saturday in October
  - 7.2. Reviewed volunteer opportunities at local charity organizations (CEDA, Clearbrook, Faith Community Homes, PADS, Palatine Food Pantry, Resources for Community Living, Shelter, WINGS, Volunteer Center of NW Sub. Chicago)
  - 7.3. Decided donations to go to Shelter, Inc. – ask if they have volunteers to help w/event & to pickup donated items
  - 7.4. Host Food/Necessities Drive October 25<sup>th</sup> 8a-2p in Festival Park
  - 7.5. Press release in local paper – Mary Kelly
  - 7.6. Call AH Public Works for approvals – Barbara Doulas
  - 7.7. Newsletter to advertise event/list of donation items (finalize details by 9/22)
  - 7.8. Setup tents for shelter in case of inclement weather (scharringhausens/kalways)
  - 7.9. Finalize details for refreshments in October
  - 7.10. Need sign at Festival Park – Michael Weber
  - 7.11. Extend invitation to Mayor Mulder (Larry Scharringhausen to invite)
8. House Plaques

- 8.1. Pat, Barbara and Michael to talk outside of meeting
9. HANA Goals
  - 9.1. Bowling night
    - 9.1.1. Family bowling afternoon (neighborhood event for all ages)
    - 9.1.2. Late January/Early February
    - 9.1.3. Announce in newsletter (October 20<sup>th</sup> to make Nov Newsletter), and then promote by flyer, blurb on website, HANA email list
10. October Newsletter
  - 10.1. Comes out First week in October
  - 10.2. Evergreen sales and order form (Frank Lenahan)
  - 10.3. Need to determine evergreen pickup location/date
  - 10.4. Save the date for OFC – tentatively Dec 7th
  - 10.5. Volunteer form for OFC
  - 10.6. Need to check carriage ride availability
  - 10.7. Find volunteer location for luminary assembly/(Scharringhausen barn by default)
  - 10.8. New approach to dues (benefits to residents, once per year, price increase, and thank you letter)
  - 10.9. Staple dues envelope to newsletter
  - 10.10. Make a difference day
  - 10.11. Block captain reception
  - 10.12. HANA Plaques deferred until Nov or later
  - 10.13. \$500 donation to Memorial Park Revival (double brick)
  - 10.14. Neighborhood watch activity (need details ASAP), including citizen watch alerts, tips, sign status
  - 10.15. Summer recap, community/seasonal events
  - 10.16. Utility box issue – follow-up w/Ed Macke
11. Neighborhood watch
  - 11.1. Meeting later this week
  - 11.2. Possible Home Alone presentation
  - 11.3. citizen alert updates
  - 11.4. signage status
12. HANA list email policy
  - 12.1. Need to conceal list of recipients to protect member privacy
  - 12.2. A number of incidents of misuse already occurred this year
  - 12.3. Need board approved guidelines
  - 12.4. Need tag at end of email stating mail is only to be used for intended purposes
  - 12.5. Discuss more at next meeting
13. November Meeting
  - 13.1. Confirm details via email
14. Adjournment