

HANA Board Meetings

Date: 11/17/09

Time: 7:00p.m.

Duration: 1 hour 30 minutes

Location: Recreation Park West Meeting Room

Recorder: Barbara Doulas

Attendees: Pat Rosen, Chris Barnes, Barbara Doulas, Michael Weber, Frank Lenahan, Nick Julian, Mary Kelly

1. Reviewed HANA Financials
 - 1.1. Total Assests = \$10,576.25
 - 1.2. Total Liabilities and Equities = \$10,576.25
 - 1.3. Net Income = \$1686.73
2. HANA Greens Recap
 - 2.1. Net Profit = \$1211.76
 - 2.2. Increase in profits due to increase in goods ordered.
3. HANA Cemetery Walk Recap
 - 3.1. 22 adults and 1 child attended
 - 3.2. Charges for guide (Bev Ottaviano of historical museum: 125)
 - 3.3. Net Profit = \$105.00
4. Make a Difference Day
 - 4.1. Estimated 89 bags donated (over 66 from last year)
 - 4.2. Note to donate in plastic bags (paper bags dissolve in rain)
 - 4.3. Mayor inquired about signage
5. Old Fashioned Christmas
 - 5.1. Carriage ride providers (Jim and Becky's) to submit insurance/paperwork
 - 5.2. Village paperwork applied for
 - 5.3. Festival Park Light purchases required (old lights don't work)
 - 5.4. Sand (1000lbs), white bags, and candles in process of being supplied (using 4-6 hour candles instead of 8 hour)
 - 5.5. Use Scharringhausen barn for processing luminaria
 - 5.6. Wait to purchase supplies for open houses (cider, cups, etc.) until open house details finalized.
 - 5.7. Deliver supplies to open houses
 - 5.8. Inquire if Dan Tinley is willing to play Santa.
 - 5.9. Open House maps
 - 5.10. Coordinating barricades to be done closer to event.
 - 5.11. Hamms to host Santa workshop
 - 5.12. Mahalek's to provide open house
 - 5.13. Ideally have one more open house – solicit owners of homes for sale.
 - 5.14. Need to contact florists
 - 5.15. Have caroling volunteers
 - 5.16. Still need helpers to deliver greens – will solicit helpers from past
 - 5.17. Decorate Festival Park on Thanksgiving weekend

- 5.18. Plan to provide tips for carriage ride drivers (1 wagon, 2 drivers)
- 5.19. Luminaria Distribution – spread distribution to cover more blocks (with same materials)
- 5.20. Notify HANA residents that lighting luminaria is residents' responsibility
6. Archiving HANA Documents
 - 6.1. HANA Administration Google group created
 - 6.2. Board members and other admin staff to join group
 - 6.3. Use for archiving documents, discussion board, internal web pages.
7. HANA Web Site Security
 - 7.1. Propose to password protect some or all of HANA web site
 - 7.2. Email to be sent out with proposal for password protection for December Mtg
8. HANA Filing For Not For Profit Status
 - 8.1. Need to evaluate benefits of filing for not for profit status
 - 8.1.1. Reduced postage
 - 8.1.2. Tax deduction for membership.
 - 8.1.3. Able to take advantage of corporate sponsored programs for not for profit organizations.
 - 8.1.4. Take advantage of no sales tax for all expenditures.
 - 8.1.5. Be eligible for grants for non-profits.
 - 8.1.6. Enhanced credibility as an organization.
 - 8.2. Much paperwork still to be processed before year end.
 - 8.3. Need to process corporate paperwork before filing for non-profit status.
9. My Town Card
 - 9.1. 15 cards sold to date
10. Newsletter Distribution
 - 10.1. Items to Consider for December Meeting
 - 10.1.1. Eliminate special edition newsletters
 - 10.1.2. Provide block captains as much advance notice as possible about newsletter delivery dates
 - 10.1.3. Send thank-you cards vs. hosting receptions to thank volunteers
 - 10.1.4. Scrub block captain email list
11. Welcome Committee
 - 11.1. In need of kits from the Chamber of Commerce – coming soon
 - 11.2. In need of volunteers
12. Art Around Town
 - 12.1. Had a number of HANA households participating
 - 12.2. Need to publicize next year
13. January Election
 - 13.1. Need to send out email notifying community
 - 13.2. Solicit new members for the HANA board
 - 13.3. As per by-laws, the board is elected by whoever attends meeting
 - 13.4. The newly elected board appoints officers
 - 13.5. Several positions will be opening up
14. Next Meeting December 8th, 7:00pm, Recreation Park
15. Adjournment