

Minutes of the September 3, 2008

Downtown Neighborhood Association

Board of Directors Meeting

Call to Order: Ms. Stacy Berenguel, Secretary, called the meeting to order at 7 PM.

Roll Call: Board Members Ms. China Wong, Ms. Stacy Berenguel, Mr. Michael Eberle, and Mr. Steve Ferguson were present. Membership Chairperson Meredith MacQuigg and Social Chairperson Brooke Avila were also present.

Discussion Topics

Approval of 8.14.08 Minutes

Ms. Wong motioned to approve. Mr. Ferguson seconded. Motion was passed by the board.

Des Moines Police Department Report

N/A

President's Report

N/A

Treasurer's Report

Current balance is \$5626.71, in the checking account, while the PayPal account has \$264.04. Total is \$5890.75. Ms. Wong motioned to approve. Mr. Ferguson seconded. Motion was passed by the board.

Committee Reports

Membership Committee

Ms. MacQuigg is creating new membership reports to present to the board at DNA meetings. Going forward, the report will show membership changes from month to month. The report also showed memberships that expired in 2007 (expired for a full year). Ms. MacQuigg asked board members to contact those they know to renew memberships. Ms. MacQuigg stated that expired members are sent three membership renewal emails. Ms. MacQuigg asked to delete members who expired in 2005 and 2006. The board approved the requests. Ms. MacQuigg will send an email to expired members reminding them to renew and attend the upcoming social at The Stadium.

Mr. Eberle stated that all social attendees must be current members in order to attend socials. Moving forward, all attendees must confirm membership at the 'welcome/check-in table' at all socials. Ms. Avila suggested sending postcards, in addition to emails, to remind members of their expired memberships.

Social

Ms. Avila noted that The Stadium social will be Tuesday, September 9, 2008, from 5:30 pm to 7:30 pm. This event will be at no cost to DNA. Mr. Eberle asked to promote The Stadium's discount; Ms. Avila will confirm the discount with The Stadium to promote the discount. Mr. Eberle also suggested promoting the event as an Iowa versus Iowa State football game gathering. Ms. Avila will make the appropriate changes and make the changes on electronic communication. Ms. MacQuigg, the membership chair, will be unable to make the event, but she noted that Membership Committee members will be at the event to take new memberships (and for renewal memberships).

Mr. Eberle stated that the Wakonda Social will be on Thursday, October 9th, with complimentary appetizers and drinks; a cash bar will also be available. Wakonda may have drawings and giveaways, as well. Mr. Eberle will create a save-the-date communication after the September 10th social. This event will be at no cost to DNA.

Ms. Avila suggested having the November/December social at Jasper Winery (near Water Works Park). Jasper will provide the wine. There is the possibility that catering will be provided. Ms. Wong suggested postponing the event to December, as Holiday Lights may take place on November 28th. Ms. Wong noted that Splash may be interested in hosting a Holiday Lights after-party for DNA members. Mr. Eberle preferred to host a Jasper Winery event, as opposed to having the Holiday Lights after-party. Everyone agreed to move forward with a social at Jasper Winery, with a tentative date of Thursday, December 4, 2008. Ms. Avila asked if DNA would like to have the holiday toy drive incorporated into the Jasper social. The board agreed to incorporate the toy drive.

Mr. Eberle is will be getting a large DNA banner for all upcoming events. This banner will be hung at all DNA events to promote the organization. Ms. MacQuigg suggested having the letters 'DNA' along with 'Downtown Neighborhood Association.'

New Business

Ms. Berenguel noted that Mr. Washburn, President, sent a resignation letter to the board on August 30, 2008. Ms. Wong nominated Ms. Avila to the board. Mr. Ferguson motioned to appoint Ms. Avila to fulfill Mr. Washburn's term. Ms. Berenguel seconded. Motion was passed by the board.

Ms. Wong nominated Ms. Avila to serve as President until the Annual Meeting, which will be held in January of 2009. Mr. Ferguson motioned to appoint Ms. Avila to serve as President. Mr. Eberle seconded. Motion was passed by the board.

Mr. Ferguson nominated Ms. Wong to serve as Vice President until the Annual Meeting. Ms. Berenguel motioned to appoint Ms. Avila to serve as President. Ms. Avila seconded. Motion was passed by the board.

Mr. Ferguson will serve as Member-at-Large.

Mr. Ferguson suggested re-working the bylaws to allow for more people to be on the board. Mr. Ferguson also advised that current board members recruit new board members for future positions. Ms. Wong suggested having a new social chair to get more people involved, as Ms. Avila is now President.

Ms. Wong suggested to amend the Bylaws to reflect an attendance minimum for board members.

Mr. Eberle suggested having a rule regarding attendance, as opposed to amending the Bylaws. It is expected that committee chairs be present at all board meetings. Mr. Eberle suggested that the board finalize committees. Ms. MacQuigg advised that DNA have Social, Membership, and Communications committees. Ms. Wong suggested having board members recruit potential chairpersons for the above committees. Ms. MacQuigg asked that DNA send an email to recruit new committee members.

Ms. Wong requested that the board discuss Communications/Marketing, as well as design work, at the next board meeting. Ms. Wong asked that Mr. Jeremy Schultz, our current website designer, be present at the October meeting.

Old Business

None

Adjournment

Mr. Eberle motioned to adjourn. Ms. Wong seconded. Motion was passed by the board. Meeting was adjourned at 8:36 PM.