



# Board of Directors Meeting August 30, 2023

**Board members in attendance:** Cary Collett, Suzanne Montgomery, Cecilia Nipp, Susan Nurre, Melanie Quinn, Martha Young

## 1. Call to Order

## 2. Meeting Minutes

- August Board meeting minutes were approved by email

## 3. Annual Meeting

- Starts at 6 pm with food and then program will begin between 6:30 and 6:45
- Meeting will be at the Good Vibes Yoga Studio

### Agenda

- Welcome
- Gay Donnell Willis, City Councilmember
- Pablo Singh, Tom C Gooch Elementary School Principal
- Chad Redell, Glen Cove Swim Club
- Stevan Fagg, Park Forest Library
- State of "The Neighborhood"
  - Membership
  - 2022-23 Events
  - Entrance Signs
  - Glen Meadow Park Playground Equipment
  - Little Free Library
  - Glen Meadow Park Legacy Bricks
  - Celebration Signs
  - Yard of the Month
- GMNA Board Nominees and Voting
- Looking Ahead to 2023-24
- Announcement of the 2023-24 GMNA Board
- Announcement of the Charcuterie Board-off Winner
- Close

### Admin

- Finalized who was bringing what for Membership and Voting

### Food/Drink

- Kate will coordinate with Leanne about what we need for the meeting, setup and cleanup.
- Charcuterie Board/Foodstuff
  - Melanie is having Donna take pictures of the Charcuterie Boards and will create voting jars for each entry
  - Susan will post on Facebook and send a neighborhood email
  - Suzanne will post on Nextdoor
  - Melanie will count the votes and the prize will be a \$100 gift card from a neighbor-owned restaurant, Bobbie's
    - Board members will be eligible to win

- Suzanne will get the supplies needed – napkins, cups, plates, ice, plastic utensils, garbage bags
  - Lemonade and water will be served
  - BYOB
- **Other duties**
  - Susan will check to see if the old Annual Meeting signs can be used
  - Suzanne will get Event signs up on Sunday, Sept 3 and taken down on Sunday
  - All available Board members will be at the studio by 5 pm (Leanne will be there to let us in)
  - We will get volunteers to help with cleanup
  - Ben Bagheri will take pictures plus anyone else who thinks about it

#### 4. Membership Campaign

- Because of the Annual meeting, Suzanne will put out JOIN signs on Sunday, September 10
- Communication about the membership campaign beginning September 10
  - Email - Susan
  - Facebook – Susan and others
  - Nextdoor - Suzanne
- 5 prizes will be awarded
  - Cafe Bagheri backyard pizza party for 4
  - Postnet 18" x 24" pulled canvas
  - Embroid-n-Go \$20 gift card
  - Legacy Brick
  - Celebration signs
- Drawing on Facebook live October 1
- Suzanne will get JOIN signs picked up on October 1

#### 5. Prize solicitation

- Prizes collected for future use:
  - Family membership for Glen Cove Swim Club
  - 4 additional Embroid-n-go \$20 gift cards
- Donors will receive a business-card sized ad in the Voice
- We will consider creating a list of "GMNA partners" for the website

#### 6. Events – projected dates and details:

- **Community Sale**
  - Saturday, Nov 4 with rain date of Nov 11
  - Melanie is still working with Gooch; will wait for PTSA Board to be installed so we can partner with them
  - Communicate on Facebook, Nextdoor, Email
  - Email to previous sellers
- **National Night Out block parties**
  - Facebook, Nextdoor, Email (mid-September after Annual Mtg)
- **Halloween Trunk or Treat – Sunday, October 29 from 2 - 4**
  - Trunk or treat prize for car
  - Face painter
  - Cake walks
- **Nov Adult Social**
  - Saturday, Nov 11 at Cary's house starting at 7

- Games, grazing, BYOB?
- **Christmas -- Sunday, Dec 10 with a rain date of Dec 17 from 2 - 4**
  - Santa (from the neighborhood)
  - Storytelling/book reading
  - Cookie decorating
  - Christmas carols
  - Dreidel song/game

#### **7. Entrance signs - update**

- Letters have been ordered, expected later in September
- Board voted to provide a business card size ad each for Davis Metals and Zomo in an upcoming Voice

#### **8. Changes and replacements**

- Facebook – Cecilia and Susan will manage (with help from Board) until replacement is found
- Neighborhood email
  - Susan will take over until replacement found

#### **9. Other Business**

#### **10. Old Action Items**

#### **11. New Business**

#### **12. Motion to Adjourn**

## Action Items August 30, 2023

<p>ACTION: MEMBERSHIP CAMPAIGN</p> <ul style="list-style-type: none"> <li>o Advertise on Facebook and through email about the campaign, timing, increase in dues, Facebook live prize drawing</li> <li>o Include prizes</li> </ul>	9/1-9/30	Susan
<p>ACTION: MEMBERSHIP CAMPAIGN</p> <ul style="list-style-type: none"> <li>o Susan will copy what's on Facebook onto Nextdoor</li> </ul>	9/1-9/30	Suzanne
<p>ACTION: MEMBERSHIP CAMPAIGN – “Join” Signs out 9/1 and picked up 9/30</p>	9/1 and 9/30	Suzanne
<p>ACTION: ENTRANCE SIGNS – When we have a date when the letters will be available, ask Dave Meacham and Vlad Todor to install</p> <ul style="list-style-type: none"> <li>• 8/31/2023 Dave Meacham does not feel comfortable installing these. Suzanne will see if Davis Metals has someone to recommend or she can provide specs to Dave and he might be able to find someone.</li> </ul>	When she knows letters will be available	Suzanne
<p><del>ACTION: Annual meeting speaker: Martha will speak to Mike Jones</del></p>	<del>8/30</del>	<del>Martha</del>
<p><del>ACTION: Annual meeting speaker: Martha will ask Susan H to speak to safety contacts</del></p>	<del>8/30</del>	<del>Martha</del>
<p><del>ACTION: Annual meeting speaker: Carey will talk to Chad at the pool</del></p>	<del>8/30</del>	<del>Cary</del>
<p><del>ACTION: ANNUAL MEETING — Think about what we need to present:</del></p> <ul style="list-style-type: none"> <li><del>o Membership Campaign — Martha</del></li> <li><del>o Events update — Cecilia (not attending? Volunteer?)</del></li> <li><del>o Entrance signs update — Suzanne</del></li> <li><del>o Park playground — Susan</del></li> <li><del>o Vote on Board</del></li> <li><del>o Review financials and budget</del></li> <li><del>o Recognize volunteers (Susan H and Sally — who else specifically?)</del></li> </ul>	<del>8/30</del>	<del>Board</del>
<p><del>ACTION: ANNUAL MEETING — Martha will update membership forms</del></p>	<del>8/30</del>	<del>Martha</del>
<p><del>ACTION: ANNUAL MEETING —</del></p> <ul style="list-style-type: none"> <li><del>o Kate will work with Leanne to determine the best setup for the meeting and the charcuterie boards, and what we need to do for cleanup:</del></li> <li><del>o We need a projector and screen, tables for the charcuterie boards, 2 tables and chairs for sign in and membership, chairs for the meeting, what else?</del></li> </ul>	<del>8/30</del>	<del>Kate</del>
<p><del>ACTION: ANNUAL MEETING — Susan will check out annual meeting signs in the shed to see if usable</del></p>	<del>8/30</del>	<del>Susan</del>

ACTION: ANNUAL MEETING—Melanie will find a picture printer that we can use with a phone, learn how to use it, and bring to meeting	8/30 9/9	Melanie
ACTION: ANNUAL MEETING—Melanie will figure out how we want to vote on the charcuterie boards	8/30	Melanie
ACTION: ANNUAL MEETING—Susan will print copies of membership forms and bring to meeting	9/9	Susan
ACTION: ANNUAL MEETING—Suzanne brings cash box with change, receipt book, Square credit card reader to meeting	9/9	Suzanne
ACTION: ANNUAL MEETING—Susan will print ballots and bring ballots and ballot box to meeting	9/9	Susan
ACTION: ANNUAL MEETING—Suzanne will need to pick up the mail on September 9 and bring proxy votes to meeting	9/9	Suzanne
ACTION: ANNUAL MEETING—Kate will advertise on Facebook and via email about the Annual meeting	Starting ASAP through Sep 9	Kate
ACTION: ANNUAL MEETING—Susan will copy from Facebook/email to Nextdoor	Through Sep 9	Susan
ACTION: ANNUAL MEETING—Melanie will ask for a restaurant gift certificate that we can use for the charcuterie prize	8/30	Melanie
ACTION: ANNUAL MEETING—Suzanne will get the eating supplies for the meeting	9/9	Suzanne
ACTION: ANNUAL MEETING—Events signs up on 9/3, down on 9/10	9/3—9/10	Suzanne
ACTION: MEMBERSHIP CAMPAIGN <ul style="list-style-type: none"> <li>○ Cafe Bagheri pizza party for 4 (Susan)—DONE</li> <li>○ Something from the pool (Cary)</li> <li>○ Anthony's (Suzanne)</li> <li>○ Postnet (Susan)—photo enlargement?</li> <li>○ Legacy Brick—DONE</li> <li>○ Celebration signs—DONE</li> <li>○ Other?</li> </ul>	9/20	Board
ACTION: ENTRANCE SIGNS—Suzanne will order letters	ASAP	Suzanne