

## **Montavilla Neighborhood Association Board Meeting**

**Monday, March 8<sup>th</sup>, 2010, Montavilla United Methodist Church**

Board Members Present: Brian Wong – Chair, Fritz Hirsch – Vice Chair/Treasurer, Joanna Beatty – SEUL, Marisa Swenson – Secretary, Roger Warren – Parks, Lew Scholl – Land Use, Eli Elder – Member at Large

Guests: Jennell Andrews, David Linn

**Meeting called to order at 6:30pm**

**Approval of the Agenda:** Approved

**Approval of the Feb Meeting Minutes:** name correction (Kate Harback) Approved unanimously (7/0/0)

**New Business:**

-Per Lew Scholl pursuit of the Main Street project has been postponed until next year.

-Marisa Swenson has discussed with Brock Noyes (not present) MNA's support of a Montavilla neighborhood community garage sale, Joanna Beatty moves to support Marisa Swenson to pursue organizing the details of the MNA's participation in the garage sale to be voted on by the board at a later date, seconded by Fritz Hirsch, approved 7/0/0.

**Bylaws** – Brian Wong proposes to approve the bylaws as written, except the Treasurer description (to be changed at a later date). Roger Warren moves to approve the bylaws as written allowing them to be posted for the public for 30 days before final approval, seconded by Joanna Beatty, approved unanimously (7/0/0).

**Treasurer Position** – Roger Warren moves to hold filling the treasurer position until the role and mechanics are clarified, seconded by Eli Elder, approved unanimously (7/0/0).

-Brian Wong requests reimbursement for paying for the MNA PO Box(mailbox), Roger Warren moves to personally write the reimbursement check to Brian Wong and Fritz Hirsch to sign the check authorizing payment, seconded by Lew Scholl, approved unanimously (7/0/0).

Following is a discussion with Louisa Lakos (SE Uplift Coordinator) some of the mechanics/description:

- Position only requires excel sheet experience
- Form C2-12 annual report needs to be filled out and filed by treasurer (or chair)
- Create budget
- MNA needs to keep financial records for 7 years
- Standard reimbursement process: treasurer writes check, 2 (other)people sign off

-Brian Wong, Lew Scholl, Fritz Hirsch, Eli Elder volunteer to create a work force that will outline the Treasurer job description, process, and templates.

Fritz Hirsch moves to adjourn the meeting, seconded by Joanna Beatty, approved unanimously (7/0/0).

Submitted by: Marisa Swenson, Secretary

