

November 7th, 2019 SJNA Board Meeting Minutes

Present: Mark Harris, Mary Humphreys, Bob Darling, Cynthia Prokop and Chris Riggins via phone. 3 neighborhood guests present.

Meeting called to order @6:05pm

**Motion made to have policy for visitors to the meeting. Address visitors questions or concerns after meeting business has concluded.

**Motion approved

Last month meeting minutes read.

Addendum to add Conway Code Enforcement Ordinances for Nuisance Abatement and Solicitors to meeting notes in reference to discussion of ACC policy.

Minutes Approved.

Treasurer's Report (included)

Delinquent accounts to be dealt with

Ice Cream Social costs totaled \$540

Olive Branch Billing questions, Bob to follow up

**Motion made to approve treasurers report.

**Motion approved.

ACC Committee Report

Following with the city ordinance addendum and complaint process to deal with neighborhood complaints.

Safety Committee Report

Signs needed to be placed by City of Conway at speedbumps without signage in the neighborhood. Penny Street for certain and to check others.

**Motion to allocate funds to thermos plastic the speedbumps in the neighborhood. All 7 speedbumps, at \$250 per speedbump. Up to \$1,800.

**Motion Approved.

Speed sign survey discussed and seems unachievable by the stipulations placed by City of Conway.

Digital Speed Signs cost \$2647 each

City of Conway installs and maintains the signs in perpetuity

Proposed placement at John Bryant and Tyler :: John Bryant and Irby

**Motion made to purchase 2 digital speed signs for John Bryant Drive

**Motion NOT approved

**Motion made to table to further research on the location of the signage

**Motion approved

**Motion made to have research study on effectiveness of digital signs.

Cindy volunteers to take lead

**Motion approved

Activities Committee Report (included)

Activities Report read by Mary

Discussion on Christmas celebration ideas, need more time and planning to carry out, along with a dedicated set of volunteers.

Discussion to create a yearly calendar of proposed ideas for better planning resources and budget purposes.

Beautification Committee Report

Beautification Committee Report read by Mary (filed with minutes)

**Motion made to purchase \$42 plant to replace dead Holly in the Amelia Bed on Tyler Street. Removal of old bush by Board members.

**Motion approved

Communication Committee Report

Website traffic up due to sign placements

Plan to remove signs for the season

Welcome Committee to use \$40 allotment for printing of Covenants for
Welcome bags.

Special Orders

None

Unfinished Business

Review Policy #2 for revision / approval – President

**Motion to approve the revision of Debate, Policy #2

**Motion approved 4 to 1

Selection and approval of fence repair proposal

**Motion to table discussion of proposals until next meeting

**Motion approved

Resolution of Tyler Beds – Vice President

Resolved

No Solicitation Signage – ACC Chairman

**Motion to table discussion until next meeting

**Motion approved

(review item from last meeting for ACC info, this was passed) SJNA rules for owners. – President – Could include in SJNA (Maintenance) Rules incorporated by reference to bylaws or just refer to the City under Ordinance 5.09.17A which covers “uncut weeds and grasses.” Would probably send a letter to owner from the board and then refer to the city for non-compliance”

****Motion to table discussion until next meeting**
****Motion approved**

New Business (need a motion on each to proceed with decision process)

****Motion to revise SJNA Board policy #6**
****Motion approved**

6. Confidentiality [approved 9/5/19] **(revised 11/7/19)**

Discussions at board meetings, emails and verbal discussions between board members are considered confidential and shall not be disclosed outside of the board by board members without the specific approval of the board.

SJNA Board Meeting minutes should only detail the decisions reached at board meetings. Details of discussions by members in reaching the decisions are not to be included. (see RONR p. 468, 11.16-18).

****Motion to add to SJNA Board Policy to make agenda and meeting minutes available 24 hours prior to meeting.**
****Motion approved**

8. Minutes **[added and approved 11/7/19]**

Meeting minutes and agenda for the monthly board meeting will be made available to board members 24 hours prior to the first Thursday of the month (Monthly Board meeting).

Bob will move \$30,000 to CD's as previously discussed and approved at prior meeting. 3 different CD's of varying lengths will be used.

****Motion to remove extraneous members from SJNA Board Facebook Page. To only include Board Members and support volunteers.**
****Motion approved**

Adjournment

****Motion to adjourn the meeting**
****Motion approved**

****Special note of mention, Vice President was audio recording meeting

ST John's Neighborhood Association Board

Meeting Agenda

November 7, 2019

6:00 pm

- I. Call to order
- II. Reading and approval of last month's minutes (discussion w/Chris of board approved process for handling ACC related complaints with City Code Enforcement 5.09 AND No Solicitation sign authority per 4.24.12). Motion to add references to minutes.
- III. Treasurer's / Financial Committee's Report
- IV. Committee Reports
 - a) Architectural Control Committee (See notes above)
 - b) Safety Committee
 - c) Activities Committee (expenses for Ice Cream event? Excess returned to treasury?)
 - d) Beautification Committee – (Replacement plants for beds?)
 - e) Communication Committee
- V. Special Orders
 - a) None
- VI. Unfinished Business
 - a) Review Policy #2 for revision / approval – President
 - b) Selection and approval of fence repair proposal
 - c) Resolution of Tyler Beds – Vice President
 - d) No Solicitation Signage – ACC Chairman
 - e) Invitation date for Cory Sanders Presentation – Vice President
 - f) (review item from last meeting for ACC info, this was passed) SJNA rules for owners. – President – Could include in SJNA (Maintenance) Rules incorporated by reference to bylaws or just refer to the City under Ordinance 5.09.17A which covers “uncut weeds and grasses.” Would probably send a letter to owner from the board and then refer to the city for non-compliance”
- VII. New Business (need a motion on each to proceed with decision process)
- VIII. Adjournment

TREASURERS REPORT HERE

SJNA Board Policies

1. Conflicts of Interests (COI) Policy [approved 9/5/19]

It is the policy of the SJNA Board that contracts will not be made, and services will not be rendered from individuals or companies that have business or familial ties to board members without prior authorization from the board. The board shall not give authorization unless at least 2 other quotes are obtained for equivalent work which is more expensive than the exception being requested.

2. Debate [tabled 9/5/19] (revised 10/3/19)

During debate of a motion, time for debate is limited to 10 minutes. The person making the motion shall be the first to argue for the motion and debate shall alternate between those for and those against. A member may argue additionally once all other members have had the chance to speak. If a motion requires additional discussion beyond 10 minutes, a motion can be made for approval to extend the time allotted for the motion debate. If motion debate exceeds reasonable time spent during the meeting, a motion to table the debate for the next meeting can be made.

3. Financial Payments [approved 9/5/19]

Payments to vendors or services providers shall be made on an invoice date plus 30 days unless other arrangements are made with the SJNA Treasurer.

4. Video & Audio Recording [approved 9/5/19]

Video and audio recording may not be performed of board meetings or of individual board members without the expressed permission of the board or the individual board members. Recording, if approved, may only be performed by the secretary for generation of meeting minutes.

5. Code of Conduct [approved 9/5/19]

Board members will conduct themselves with honesty, equity, integrity, respect, and transparency in all of their actions with the board and with members of the SJNA.

6. Confidentiality [approved 9/5/19] (revised 11/7/19)

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7. Acceptance of gifts [approved 9/5/19]

Board members shall not accept cash gifts or non-cash gifts with a monetary value greater than \$5.00 that is received based on their position on the board.

8. Minutes [added and approved 11/7/19]

Meeting minutes and agenda for the monthly board meeting will be made available to board members 24 hours prior to the first Thursday of the month (Monthly Board meeting).

9. Visitors [added and approved 11/7/19]

Visitors present to the Board meetings may voice their concerns and ask their questions after meeting business has concluded. |

Social/Activities Committee Report November 11, 2019

This committee consisting of Brenda Graff, Pat Crowder, Jackie Lamar and Mary Humphreys developed a Halloween themed Ice Cream Sundae Sunday on Oct. 20, 2019. An estimated 75 or more people attended.

Ice cream, sweet toppings, bananas, and diced fruit, whipped cream, and cherries were provided as well as trays of cookies. Ice water was furnished as a beverage with various attendees bringing their other beverages of choice.

A bouncy-house pirate ship was available for the children, as well as, corn-throw games for the kids and the adults. Parents visited as their children played around the pirate ship and some sat chairs and at table provided while eating and visiting.

All pets were invited and most wore Halloween costumes. The children had a costume contest with three children chosen as winners. Every child who attended received a goodie bag.

A DJ was provided to offer games for the children if they were interested and to play Halloween music throughout the event.

Many adults expressed thanks and appreciation for the board having providing the opportunity to meet neighbors and gather as a community. Many folks expressed a desire to see more events of this nature.

The committee expressed a desire to arrange a Meet-Santa evening with hot chocolate and Christmas cookies being served. Since there are numerous professional musicians in our community it is hoped a group Christmas sing-along could also be provided as entertainment. The idea will be presented to the board. A poll on FB might be placed to determine the support for the activity.

Submitted by Mary Humphreys, Social/Activities Board Sponsor