

Regent Square Civic Association
Minutes of the Meeting of the
Board Directors
January 5, 2004

Attendees- An open meeting of the Board of Directors of the Regent Square Civic Association was held on January 5th at the Wilkins School Community Center. In attendance were Board members: Julie Crawford, Ann Gaul, Alina Keebler, Kelly O'Brien, Kathleen Schneider, Carole Stanier, Arch Pelley, Joan Reefer, and Terri Rosen. Community members Jon Danzak and Stuart Gaul were in attendance.

Call to Order - Mr. Pelley called the meeting to order at 7:04 p.m. Mr. Pelley reported that President Pollack has resigned from the Board. As Vice President, Mr. Pelley will lead the evening's meeting.

Minutes - Minutes of the December meeting were reviewed and approved.

Treasurer's report - Ms. Keebler presented the Treasurer's report in the absence of Mr. Werner. The Treasurer reported \$646.42 in Checking and \$5,592.33 in Savings. The Savings account includes the deposit of \$2,500 from the Run around the Square.

Election of Officers: The slate of officers were Arch Pelley for President, Terri Rosen for Vice-President, Bill Werner for Treasurer and Julie Crawford for Secretary. The slate was elected with 8 votes. Mr. Pelley to contact Mr. Werner in regards to his re-election as Treasurer.

Mr. Pelley asked that the Board Meetings start to follow Parliamentary Procedure.

Website: RSCA is linked to the Wilkinsburg site

Newsletter: Mr. Danzak reported that the January issue is out.

Membership: Ms Keebler reported that current membership is now at 97 for the 2004 year. The Membership Committee will meet the January 13.

Holiday Events Ms Keebler reported for Cari Marty Toy Drive Chair, that 80 toys were collected. The drive got off to a slow start and was extended by one week. The winners of the Holiday Lighting Contest were reported on by Mr. Danzak and are listed in the January newsletter. All prizes were awarded to the charity of the winner's choice.

Old Business

WSCC The issue of locating the RSCA mailbox at the Community Center was discussed. Ms. Stanier to contact Ms. Crawford as to the WSCC board position. Motion was made to approve the cost of a PO box at the Post Office if we can not use the Center. Motion passed unanimously.

Swissvale Paving Mayor Mark Forester opposed to Charleston being paved. Issue considered closed. Further issues of this nature will fall under the Revitalization Committee

New Business

Open Board Position Motion was made to fill the vacancy of Mr. Pollack's resignation with Glennen Greer. Motion passed. Mr. Pelley to contact Ms. Greer.

IRS Form 990 upon Mr. Pollack's suggestion Ms. Schneider will investigate whether the RSCA need to file a 990 form as a result of the Braddock Ave Study. Ms. Schneider to contact Mr. Werner regarding details of the grant and payments.

Committee Re-structuring Mr. Pelley proposed that the Board look at Committee restructuring. He suggested a Board retreat in January to tackle this issue. After discussion it was decided to have a 3-hour meeting on January 30th at Mr. Pelley's home and January 31st at Ms. Keebler's home. The first session to focus on Mission and Strategic planning – Ms. Gaul to locate a facilitator. The second session will be on By-laws and Structure – Ms. Keebler will contact CTAC regarding a facilitator.

Spring Events the Easter Egg Hunt will be Saturday April 3. The Yard Sale will be Saturday May 15.

Insurance Discussion occurred regarding the pros & cons of the RSCA having insurance. Board members are concerned and want to understand our liability. Mr. Pelley will contact Mr. Pollack regarding his recommendations. Ms. Crawford will give CTAC information to Ms. Schneider to review.

Annual Report The need for preparing an annual report was discussed.

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February Newsletter The cost of printing the newsletter is \$250-\$350 per issue. Motion to combine the February and March newsletter. Motion passed with 2 abstentions. Action item to notify the community of the combined issues is to be made via the Website and membership email list.

Mr. Pollack There was a recommendation to write a letter of thanks to Mr. Pollack for his contributions to the RSCA while a member of the board. Mr. Pelley will write and forward to Ms. Crawford for help & review.

Next Board Meeting: Monday February 2 at 7 p.m.

Meeting adjourned at 8:30

Items from the Board Retreat

- Board worked on structure of Committees and voted to pass the new structure as outlined in the handout created by Ms. Keebler.
- Board voted and passed (with one abstentions) to pay \$30 per month to the WSCC for use of their facility for the RSCA monthly meeting. In return, a locked mailbox will be installed at the WSCC for the RSCA.
- Board voted and passed the recommendation to give Mr. Pollack a \$50 gift certificate to Dunnings.
- Board needs to vote on the recommendation to give Mr. Butter & Ms. Baker, the retreat facilitators, a \$50 gift certificate each to the Square Café.

Full report on retreat will occur at later date