



## REGENT SQUARE CIVIC ASSOCIATION

### MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

February 5, 2008, 7:10 p.m. – 8:40 p.m.

7604 Charleston Ave., Pittsburgh, PA 15218

*Revisions to Feb. 12<sup>th</sup> draft in red*

*Last revised: February 13, 2008*

#### Attendance:

Voting Members:	Org.	1/5	1/26	2/4	3/3	4/7	5/5	6/2	8/4	9/8	10/6	11/3	12/1
Cathy Brennan ('06-'08)	RSCA Board		X										
Liz Caplan ('08-'10)	RSCA Board		X	X									
Pat DiRienzo ('07-'09)	RSCA Board	X	X	X									
Kathryn Griffin ('08-'10)	RSCA Board		X										
Alina Keebler ('06-'08)	RSCA Board	X	X	X									
Andrew Lang ('08)	RSCA Board	X	X	X									
Melissa McDonough ('07-'09)	RSCA Board	X	X										
Darrell Rapp ('08-'10)	RSCA Board	X	X	X									
Joan Reefer ('06-'08)	RSCA Board	X	X										
Frank Ruffing ('08)	RSCA Board	X	X	X									
Kathleen Schneider ('07-'09)	RSCA Board, Treas.		X										
Carole Stanier ('07-'09)	RSCA Board	X	X	X									
Carrie Webber ('06-'08)	RSCA Board, Pres.	X	X	X									
<i>also attending:</i>													
Jenny Watson	Pgh Mayor's Office			X									
Arch Pelley	RSCA Board ('05-07)			X									
Jose Mieres	Frick Park Tennis Club			X									
Maureen Collins	Frick Park Tennis Club			X									

**Call to Order:** Carrie Weber, President, called the meeting to order at 7:10 p.m.

**Approval of Minutes:** Alina Keebler emailed draft of January minutes to all Board Members. One correction was submitted and finalized minutes were redistributed to all once again. **No further corrections have been submitted and final draft of minutes was approved.**

**Treasurer's Report:** Kathleen Schneider submitted the Treasurer's Report via e-mail (see attached report dated Jan. 31, 2008)

#### Discussion – Prior Business:

##### *Election of Officers*

- After a brief discussion, Darrell Rapp moved, and Carole Stanier seconded the motion that the Board approve the following slate of Officers for 2008:
  - President: Carrie Webber
  - Vice-President: Pat DiRienzo
  - Treasurer: Kathleen Schneider
  - Secretary: Alina Keebler
- Board members approved the slate unanimously.

## **Discussion – New Business:**

### *Executive Committee*

- By-Laws allow Board to set a limit on amount that Executive Committee and other Committees can spend without Board approval. Issue came up in decision to cover Board Retreat expenses.
- Action Item: **Finance Committee** to define budgeting process for all committees.
- Action Item: **Alina Keebler** to send copy of by-laws to all Board Members.

### *Objectives (report by Carrie Webber)*

- Carrie Webber reviewed objectives decided on at Board Retreat:
  - Committee Reports - only discuss items to be voted on, include next meeting info.
  - Document and publicize committee objectives
  - Continually Review Retreat Goals and Committee Objectives
  - Ensure that new initiatives are aligned with our Mission Statement
  - Quantify time needed from volunteers
  - Increase the visibility of RSCA and the work being done
- Action Item: **Carrie Webber** to email Retreat Facilitator's report to all Board Members.

### *Committee Report Format*

- Carrie Webber sent Committee Report format to all Board Members
- Alina Keebler suggested that "Persons Attending" be added to format
- Action Item: **Carrie Webber** to revise format accordingly and resend to all Committee Chairs.

### *Communications Committee (report by Alina Keebler/ Liz Caplan)*

- Alina Keebler emailed report to all Board Members (see Communications Meeting Report dated Jan. 29, 2008)
- Website:
  - Not having enough listings on Calendar of Events does not look good
  - Calendar of Events will be changed to "Special Events" as per Liz Caplan's suggestion.
  - Action Item: **Alina Keebler** to send calendar template to all Board Members and Committee Chairs with request for submissions to events calendar.
  - Action Item: **All Board Members** to send event information for calendars to Alina
  - Board Member and Committee lists on website need to be updated for 2008; discussion took place on having links to Board Member's email addresses which show up when clicking on a hotlink.
  - Action Item: **Alina Keebler** to ask Bob McClaren if there could be aliases for all Board Members such as "Board Member1@regentsquare-RSCA.org."
- Newsletter:
  - Still need several articles for March issue
  - All agreed to change color of paper on April issue to green for Earth Day
  - Action Item: **Board Members** to send Jan./Feb. newsletter articles to Alina by Feb. 8th
- Year-In-Review:
  - Committee Chairs sent text which was shortened where possible; final draft is still rather long. Suggestions are welcomed for making it more concise.
  - Final draft will be included in March issue of Newsletter.

### *Membership Committee*

- See report sent via e-mail by Kathryn Griffin

*Community Liaison (report by Carole Stanier)*

- Environment Charter School:

- Pittsburgh Board of Education will meet on Feb. 18<sup>th</sup> and results of vote on approval of charter school will be announced on the 20<sup>th</sup>.

- WSCC:

- There will not be a Flea Market again this year, only a Herb and Used Book Sale, at the same time as the Neighborhood Yard Sale
- Environmental programs on “food choices” and “stuff” will take place in February and March, respectively.
- Day Camps will take place in July and August
- WSCC is looking for part-time Assistant Director

*Other*

- Earth Day (report by Alana Rykala):

- Jared Delaney who has been involved with Citizens Against Litter – Regent Square in interested in organizing an Earth Day clean-up event.
- Suggestions were made to collaborate with Environmental Charter School and local Boy Scout troops.

- Renovation Resources Workshop:

- Members from RSCA, Greater Park Park Neighborhood Group, Point Breeze Planning and Development, and Whitney Park Neighbors have been meeting to organize event on March 8<sup>th</sup>, 1-3 PM at Waverly Church.
- Alina Keebler requested \$37.45 for printing flyers to distribute in area. Carole Stanier moved that funds be provided and Darrell Rap seconded the motion. All in favor.

- Frick Park Clay Court Tennis Club (FPCCTC):

- FPCCTC Members Jose Mieres and Maureen Collins reported on status of Club (see attached report) and awarded Certificate of Honor to RSCA for being a 2007 Major Sponsor and Supporter.
- FPCCTC is appealing to Regent Square businesses and to RSCA to support its 2008 efforts by underwriting the installation of lines in another court (\$400) and the purchase of a rolling machine.
- Pat DiRienzo warned of possible conflict between FPCCTC and Run Around the Square fundraising appeal to Regent Square businesses taking place at the same time.
- Action Item: **Executive Committee** to discuss RSCA finances and get back to Board for discussion on underwriting.

- Pennsylvania Bike Race:

- Jose Mieres pointed out that the June race will end at Point State Park in downtown Pittsburgh and suggested that the RSCA lobby for it to go through Regent Square.

- RSCA Meeting Place:

- Discussion ensued about problems with holding RSCA meeting in WSCC classrooms that change each month and have poor acoustics. RSCA pays a small fee for the room's rental.
- Action Item: **Carole Stanier** to inquire with WSCC about the RSCA always holding its monthly Board meetings in the basement kitchen/meeting space which has better acoustics.

- Bird Mural Poster:

- RSCA needs to sell the remaining Bird Mural posters.
- Darrel Rapp suggested that the poster be scanned and displayed on the website. Kinko's may have this capability.
- Action Item: **????** to investigate the scanning of the poster.

- Blood Drive for Paws-itively Pets' owner Sue Rosko:

- Alana Rykala reported that Blood Bank will hold event at WSCC on Thursday, Feb. 7<sup>th</sup>.
- Article appears in Feb. issue of RSCA newsletter and email blasts were sent out via General and Business email lists. All are encouraged to participate.

*Adjournment*

- At 8:40, Pat DiRienzo moved that the February meeting of the RSCA Board of Directors be adjourned. Carole Stanier seconded the motion. All approved.

**Next Meetings:**

*Board Meeting:* Monday, March 3, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, April 7, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, May 5, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, June 2, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, August 4, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, September 8, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, October 6, 2008 7 PM; Wilkins School Community Center

*Board Meeting:* Monday, November 3, 2008 7 PM; Wilkins School Community Center

*Board Meeting/Open House:* Monday, December 1, 2008 7 PM; location TBD