Heritage Hill Association Board Meeting
November 20, 2019 Minutes

In Attendance:  Suzanne DeHaan, Kate Diedrich, Michele Giordano, Lisa Baars, Wes Beck, Erin Shupe, Jeff Martin, Wendy VerHage Falb, John Walendowski, Sarah Green and Chris Grygiel
Absent:  Nikki Hoort, Wayne Norlin, John Walendowski and James Scozzari
Staff:  Amanda Cormier, Barbara Draughon and Maria Zache Starkey
Public:  None

1. Call to Order: 7:00 p.m.
2. Call for New Business – New board member Jeff Martin was welcomed to the table.
3. Minutes – Minutes of the October, 2019 meeting.
4. Correspondence Files - Circulated amongst board members.
5. Public Comment for Agenda Items: None
6. Ice Breaker Question: What are you thankful for?

ACTION ITEMS:
7. Annual Meeting Set-up:  The Sign-up Sheet was circulated.
8. Board Distinguished Service Awards (secret ballot): Amanda C. reviewed the categories and proposed candidates for Home Tour, Crime Prevention and Neighbor at Large. The candidates were approved unanimously. Amanda then circulated secret ballots for the members to nominate one of their own.
9. Call for Executive Session: to be held at the end of the meeting to review recommended 2020 HHA budget. Motion made, seconded and passed to go into Executive Session at the end of the regular meeting.

INFORMATION ITEMS:
10. Treasurer’s Report: Erin S. reported that there was nothing notable and that the budget would be discussed in Executive Session.
11. Staff Reports: Both Amanda C. and Barbara D. submitted written reports included in the board packet. Amanda C. highlighted the update for the development project at the former church at Madison and Cherry that will be converted to apartments: the architect and owner are awaiting approval for affordable housing tax credits and hope to have approval within the next few months.

12. Committee/Liaison Reports:
   Fundraising:
   Home Tour:  Suzanne D. Reported that 4 residential houses are confirmed and also confirmed is the Lettinga Center at GRCC as one of the institutions on tour. Don Rietema thinks that a neighbor on Crescent St. NE will confirm for the 5th residential house. Discussion from the Steering Committee included working on changes to sponsorship levels and further discussion about fewer guides and first-floor only for some houses.
   Garden Tour:  Kate D. reported that 2 gardens are scheduled so far for 2020 and that yes, the HH Garden Club will help with the tour.

   Administrative:
   Finance:  The Finance Committee is scheduled to meet to perform the annual fiscal audit.
   Nominating:  Five candidates are in place for the five open board seasons and will be elected by acclamation at the Annual Meeting.
Community Engagement:
Annual Meeting / Holiday Party: Chris G. reminded members to use the sign-up sheet for shifts. Chris also reported that the committee was securing donations for food (John W. Reported a yes from Boardwalk Subs and Heritage Hill Pizza will be approached), Santa is scheduled, raffle items are needed and Martha’s Vineyard is set to provide drinks.

Land Use:
Traffic and Parking: Amanda C. Reported that the subject of Parking Permits is “parked” at the city until spring.

13. New Business – None.
14. Old Business – None. (The regular meeting adjourned at 7:30 p.m. and staff was dismissed.)
15. Executive Session: Review/Approval of recommended 2020 HHA budget: The board voted unanimously to approve the 2020 draft budget recommended by the Finance Committee. The board also resolved to revisit the budget in early 2020 for possible amendments.
16. Motion to Adjourn, Made, Seconded, Passed – 8:15 pm.

Respectfully Submitted by Maria Zache Starkey