



Heritage Hill Association

Board of Directors Meeting Minutes – January 19, 2022

Board members in attendance: Richard App, Wes Beck, Jeremy Czubko, Suzanne De Haan, Amy DeMott, Wendy Falb, Jeffrey Fawcett, Carolyn Ferrari, Sarah Green, Laura Joyce, Courtney Koutros, Abigail Larimer, Wayne Norlin, Scott Opperman, James Scozzari

Absent: None

Staff in attendance: Amanda Cormier, Barbara Draughon, Maria Zache Starkey

Guests in attendance: John Helmholdt and Kerri Reed (GRPS), Ted Lott (Lott3Metz Architecture)

1. Call to Order: 7:00 pm
2. November/December Minutes: Motion to approve (Wes), second (Wayne), carried unanimously
3. Public Comment: None
4. GRPS Central Campus Presentation:
 - a. \$27 million budgeted
 - b. 50% of the project costs will be for upgrade of HVAC systems
 - c. Windows to be replaced – three hundred different types of windows, but the patterns from when the building was originally built in 1919 are quite simple. So, procuring new windows should not be cost prohibitive.
 - d. Quite a bit of intricate masonry repairs required (nine different roof edge/parapet conditions. It is a challenge finding qualified contractor to complete restoration work of the entryways within budget.
 - e. Window replacement work to begin May 2022 and be completed by end of the year
 - f. Entire project to be completed by end of 2023
 - g. HHA is the first group that GRPS is reaching out to for support of the project
 - h. Questions:
 - i. Will there be any development of the green spaces? (Amanda) – It is in the master plan (including construction of an outdoor classroom/amphitheater) but not in this phase of the project as the emphasis is on completing building/facilities renovations to minimize escalating costs for construction materials.

- ii. Can the chain link fence on the southeast corner of the property be removed? (Wes) – It will likely serve as staging areas for contractors.
 - iii. What is the scope of work for technology improvements? (Jeremy) - \$10,000 per classroom is budgeted for upgrades to educational technology
 - iv. What is the scope of work for renovations to the Montessori building? (Wendy) – The HVAC system and educational technology will be upgraded
 - v. What will be the scope of work for interior renovations? (Wayne) – Mostly finishes to accommodate the HVAC upgrades. Administrative offices will be relocated from the second floor of the central section of the building to a more accessible location on the ground floor southwest corner.
 - vi. What will the scope of work be for improvements to the security systems/vestibules? (Wayne) – Security systems will be per GRPS specifications
 - i. John Helmholtz requested a letter of endorsement for the project from HHA – unanimously approved.
5. Treasurer’s Report – James highlighted the following from the year-end report:
- a. PPP loan balance forgiven
 - b. Walking tour proceeds helped exceed revenue goal by \$30,000
 - c. Spending was \$4,000 lower than budgeted
 - d. Residential fundraising campaign fell \$4,000 short
 - e. We did not receive foundation grants
 - f. Our overall cash position is good
6. Committee Reports:
- a. Administrative
 - i. Long-range planning:
 - 1. Scott summarized features of Action Groups
 - 2. We need to fill vacancies in the “Block Clubs” and “Quality of Life” groups (need at least three board members for each of the five groups)
 - 3. Carolyn asked how the current committees and action groups in this plan correspond. Wendy and Scott asked for feedback from all board members before the next meeting - think especially about action group tasks considering our mission (Wendy) and how they can be distributed in such a way that no one group gets overburdened (Scott).
 - 4. Courtney expressed appreciation for how helpful the well-specified tasks of each action group are to encouraging enthusiastic participation in our mission.
 - ii. Committee assignments:
 - 1. Wendy asked new board members to consider which committee(s) they would like to serve on
 - 2. Seeking new chairperson for the Community Outreach Committee
 - iii. Code of Ethics forms: City requires renewal each year. Electronic signature acceptable
 - iv. 2022 Directory: includes new board members

- b. Fundraising
 - i. Home Tour updates:
 1. One house still needs two house captains – Suzanne to send out updated list
 2. The Spectrum shuttle may not be available – Suzanne will know of their drivers’ availability in April, looking at shuttle options from Steelcase
 3. Barbara reported that she had her first meeting with Reagan Marketing
 4. Barbara reported that Grand River Builders will be the lead sponsor
 - c. Community Engagement
 - i. 2022 planning: Tabled until details about action groups in strategic plan are finalized.
 - d. Land Use
 - i. Airbnb legislation
 1. Wayne expressed concern that we have not received majority support for a group letter opposed to the bill. He plans on and encourages writing letters individually.
 2. Barbara reached out the Legislative Aid at the city
 3. Wendy expressed opposition to the bill because it sets a precedent of removing local control of zoning laws.
 4. Barbara to send the latest document, we will consider a group letter afterwards
 5. Proposed parking garage near the library.
 - a. Wayne – no objection to expanding parking, but design concepts are all bad for preserving historic integrity (Architect/Fishbeck is “trying too hard”)
 - b. Wes – awful concepts
 - c. Jeremy – was MobileGR involved in planning when parking garages will be obsolete in 50 years?
7. Staff Reports
- a. Home Tour
 - i. Barbara to consult with Scott about the safety of and required protocols for proceeding with the home tour. She will follow up with an email to canvas board members if we wish to proceed. *A quorum in support of hosting 2022 home tour carried via email vote on 2/4/2022.*
 - ii. Wayne asked if there will be new format for information at home tour sites; Suzanne – there will be more printed materials, guides stationed outdoors, masks required.
8. Old Business: None
9. New Business: Pigeon Creek Shakespeare Company performances in HH parks – Jeffrey to propose to the Community Engagement Committee/Quality of Life Action Group.
10. Adjournment: 8:15 pm