



## Overbrook Farms Club Board of Directors

### Meeting 6 - FY2019 Cycle

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**Date:** February 21, 2019  
**Location:** Overbrook Presbyterian Church, Chapel  
OR by conference line: 857-216-3197 | PIN: 60761  
**Time:** 7:00 - 8:30pm  
**Contact:** Thaddeus Squire | 215 760 1634 | [ofcexecutivecommittee@gmail.com](mailto:ofcexecutivecommittee@gmail.com)

### AGENDA

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1. Call to Order

*The meeting was called to order at 7:10pm by Thaddeus. Present were Ted Greenberg, Heather Durkee, Thaddeus Squire, Ethel Peterson, Gene Chollett, Carol Hammarberg, Ted Corbin-Rich, and Jazelle Jones (by phone), and Laila Shakur or Rep. Cephas's office.*

2. New Director Election: Judge Jazelle Jones

*Judge Jazelle Jones was nominated as a new board member. The motion to approve her nomination was made by Ted and seconded by Gene, and carried unanimously with no abstentions or objections.*

3. Consent Agenda

- a. Approval of Minutes for January 17, 2019
- b. Approval of Agenda for February 21, 2019

*Ted moved to approve the minutes and agenda, Gene seconded, and the motion carried without abstention or objection.*

4. Discussion Agenda

- a. Presentation by Terry Foley of City Avenue Special Services District

*Terry Foley made a presentation about improvements on the City Avenue corridor concerning lighting, storm water management and other safety improvements. There was little discussion and the board thanked him for his work on the corridor.*

- b. Review, discussion, and approval of proposed bylaw amendments

*The annotated revised bylaws of the corporation were reviewed, highlighting the adjustments to membership definition, and the process of registering new members and renewing membership. Gene and Ted noted that the term "Ballot Item" needed definition, as well as the process through which Members could convene a special meeting of the Membership. Thaddeus agreed to add these edits to the draft and present a clean copy (removing the edit tracking) for final review and approval at the next board meeting.*

- c. Review, discussion, and approval of graphic & web design services proposal

*Thaddeus presented a proposal from Alex Peltz for graphic identity and website design services, noting that two proposals were solicited and only one received. The total cost of Alex's proposal is fixed at \$2,500 dollars. Gene and Thaddeus presented a draft budget for the proposed membership drive as well. Ted noted that this is a big investment relative to cash on hand and that we should be prudent with managing the investment. Thaddeus noted that Alex's agreement would have completion terms, with milestones pegged to payments to ensure delivery. There were no objections to Alex's scope and cost, though Thaddeus also recommended that the board only approve Alex's proposal and cost and wait for a more refined budget for the drive to approve at a later date. The goal of the design work is to have it complete by the spring membership meeting, which may be in May or June. Gene moved to approve Alex's proposal and the cost of \$2,500, Carol seconded the motion and it carried without objection or abstention.*

- d. Review, discussion, and approval of proposed 2019 Membership Drive approach
- e. Review, discussion, and approval of proposed Membership Drive budget

*Thaddeus and Gene presented a general overview of the membership drive approach, indicating that it should not be started until the basic website, identity and some refinements to messaging are ready.*

- f. Quick update on identity, event, and beautification efforts underway or foreseen:
  - i. New neighborhood signage
  - ii. Spring clean up
  - iii. Night Market
  - iv. Communication about house tour and longer-term event planning

*Thaddeus gave a quick update on the Night Market proposal from OWN, namely that there was a meeting with Rep. Cephas and the Representative desires this event to be a signature event of her office for the community. Rep. Cephas is seeking funding support for the community share on behalf of the participating civic organizations. Thaddeus also gave a quick update on efforts by former board member Paige MacFarlan to install new signage for Overbrook Farms, based on the refreshed identity. The target timeline for this project is fall 2019.*

- 5. Adjourn

*Thaddeus adjourned the meeting at 8:30pm.*