

West Kessler Neighborhood Association

MINUTES

JANUARY 26, 2017

7:12PM – 10:02PM

808 N HAMPTON RD

MEETING CALLED BY	Regular Schedule of Monthly Meetings
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Joseph Beckham
NOTE TAKER	Shawn Johnson
ATTENDEES	Joseph Beckham, Jonathan Saxer, Teresa Harvey, Shawn Johnson, David Cooper, Kent Frederick, Stuart Gill, and Amanda Saxer
CALL TO ORDER	Joseph Beckham at 7:12PM

Approval of Meeting Minutes

Shawn Johnson

- No minutes to approve

Board of Directors Elections from December 1, 2016 General Meeting

Joseph Beckham

- Executive Committee
 - President Joseph Beckham
 - Vice President Teresa Harvey
 - Treasure Jonathan Saxer
 - Secretary Shawn Johnson
- Committee Chairs
 - Block Captain Earl Stewart
 - Communications Shawn Johnson
 - Conservation Angie Mobley
 - Beautification Stuart Gill
 - Social Co-Chair David Cooper
 - Social Co-Chair Leah Chandler
 - Mardi Gras Kent Frederick
 - Safety Co-Chair Angie Mobley
 - Safety Co-Chair Teresa Harvey
 - Development Oversight Stephanie Engwall
- Block Captains
 - 600 N Oak Cliff Leah Chandler
 - 700 N Oak Cliff Kari McDonald
 - 800 N Oak Cliff David Cooper
 - 600 Tenna Loma Sue Hall
 - 700 Tenna Loma & Fouts Ron Forwark
 - Bison Trail Earl Stewart
 - East Hampton Joseph Beckham
 - West Hampton Teresa Harvey
 - Stevens Wood Lane Martha Ingram
 - Stevens Wood Court Jacques Groth
 - Kessler Woods Tammy McNary

Treasurer's Report

Jonathan Saxer

- Balance: \$6,602.73
- Chase bank account signatures have been transferred
- New checks ordered
- Confirmed all documents from the prior Treasurer have been turned over
- Confirmed Mardi Gras fee paid for 2017 parade by Leah Chandler
- Login and password information has been changed for financial institutions

Action Items

- Joseph and Jonathan to schedule time to meet at Chase bank for final signature by Joseph
- Will prepare projection/budget for 2017 and send proposal to board prior to the next meeting
- Board will vote on budget at February 15, 2017 meeting
 - Motion to Approve Report (Passed): Joseph Beckham moved to approve, David Cooper seconded

Mardi Gras Parade Committee

**Kent Frederick
Joseph Beckham**

- 9th Annual Go Oak Cliff Mardi Gras Parade is scheduled for Sunday, February 26, 2017 at 4:00PM
- Line-up is at 2:00 pm
- Float design and theme was presented to the board
- Cost of float is \$2,450 – Requested WKNA pay \$600 towards the balance and private donations will be used to cover the additional cost
- The float can have approx. 15 people ride and unlimited number walk near the float
 - To ride on the float, neighbors will need to purchase min. 1 case (7 gross) of beads and wear a costume provided by the Mardi Gras Committee
 - Joseph can preorder beads in bulk
- Angie and Stephanie are creating/sewing the costumes
- Brunch will be at Joseph and Angie's home on Sunday, February 26, 2017 at 11:00AM
- Kent and Joseph will work on the first communication related to the float participation, parade details, and related events

Action Items

- First communication will be sent out by Shawn during the week of January 30, 2017
- Social media and website will be update with Mardi Gras icons and advertisements by February 3, 2017
 - Motion to Appropriate Funds - \$100 for 2018 entry fee and \$600 for float (Passed): David Cooper moved to approve, Jonathan Saxer seconded

501c3 Status

Joseph Beckham

- We are no longer under the umbrella of Old Oak Cliff Conservation League
- Paperwork to apply for 501c3 tax exemption is almost completed
- One-time fee will range from \$260 - \$400 depending on receivables at the time of the application
- Joseph and Jonathan have agreed to work together to ensure the application and supporting documents are submitted for review and the application is filed before the next scheduled meeting (State filing of Articles of Incorporation and IRS Tax-exempt application)
- Joseph proposed the idea of creating a community ambassador or charity chair to establish and maintain our charitable efforts as part of our 501c3 charitable status

Action Items

- Joseph will research the West Kessler Employer Identification Number, if one cannot be found he will apply for a new EIN
- Joseph and Jonathan to have application and supporting documents completed and sent for review by February 10, 2017
- Joseph will submit application before February 15, 2017
 - Motion to Proceed with 501c3 Application (Passed): Teresa Harvey moved to approve, Stuart Gill seconded

Post Office Box

Joseph Beckham

- Joseph presented the idea of having a PO Box for the association
- Would allow continuity to receive dues and mail for the association
- Would help with privacy on documents required for the IRS as board member's details are listed for public review
- All Executive Board Members would have a key to access the PO Box
- Cost is \$85 a year

Action Items

- Joseph will secure a post office box for the association
- Joseph will present keys to the Executive Board of Directors
- PO Box address will be published on the website
 - Motion to Approve (Passed): David Cooper moved to approve, Teresa Harvey seconded

Job Details for the Executive Committee

Teresa Harvey

- Teresa suggest establishing standard operating procedures and job descriptions for the board
- Jonathan would like to define the score of the Treasurers role with the possibility of adding a person to review tax filings

Action Items

- No action items or designation provided to handle this project

Tree Planting Initiative

Joseph Beckham

- Joseph discussed native tree seeds that have been collected in the neighborhood
- Seeds were sent to the University of North Texas and new trees were grown
- Trees will be used to plant along the Trinity River banks
- The association should receive 20 – 40 trees to plant around our neighborhood
- Joseph would like to reach out to our neighbors on North Boulevard Terrace and work with the community to plant and care for a few of the native tree samples
- Trees need to be planted by the end of February 2017
- The Beautification Committee will help organize this new initiative

Action Items

- Joseph will reach out to UNT sponsor to get the details of the number of trees that will be presented to WKNA
- Joseph requested ideas for an acronym to represent this new initiative
- Design flyer for the neighbors to detail the plans and identify interest
- Work with Evan to help with Spanish communications
 - Motion to Approve (Passed): Teresa Harvey moved to approve, David Cooper seconded

Park Reclamation Project – Hampton/Plymouth

Joseph Beckham

- Joseph presented the idea of reclaiming an unused city-owned parcel of located at SW corner of Hampton and Plymouth
- The land was donated to Stevens Park Golf Course but has not been used for many years
- Teresa indicated this area used to be a small park with benches, picnic tables, gravel paths, and native plants
- Joseph is currently having conversations with Councilman Scott Griggs, North Texas Naturalist, and the City of Dallas Environmental employees regarding project viability.
- Scott Griggs said that we could request consideration to get help with sewage work through the 2017 bond package
- Joseph requested the establishment of an exploratory committee to begin reviewing and researching the project
- May require establishing a secondary 501c3 for this project

Action Items

- Motion to Approve Exploratory Committee (Passed): Jonathan Saxer moved to approve, Stuart Gill seconded
- Established exploratory committee to include Stuart Gill (representing the Beautification Committee), Kent Frederick, Teresa Harvey, and Joseph Beckham

2017 Bond Package Review/Recommendations

Joseph Beckham

- Joseph requested we review the current bond package and provide feedback to Councilman Scott Griggs
- Also, soliciting suggestions for line items from West Kessler and surrounding area that should be added to the bond package
- Mariam Andersen may be willing to help WKNA present a position statement to Griggs
- Bond Package was initially announced for May vote, but may occur in November

Action Items

- Joseph will check with Mariam to see if she wants to spearhead this activity
- Joseph will check with Griggs regarding deadline for feedback data

Annie Stevens Park Water Fountain

Joseph Beckham

- No update provided

Action Items

- Shawn emailed Kurt Johnson for an update

Little Free Library

Joseph Beckham

- Joseph requested Jonathan take over this project from Jeff
- Failure to complete grant projects from OOCCL in a timely fashion may adversely affect our ability to secure future grants.

Action Items

- Jonathan will reach out to Jeff about completing the project and installation of both Little Free Libraries

New Member Welcome Kits

Joseph Beckham

- Mariam Andersen has agreed to handle welcoming new homeowners
- Teresa agreed to assist Mariam with securing coupons and local items for the gift packages
- Could possible create email alerts from Zillow or Redfin when property is placed for sale or is sold
- Need to involve Block captains in this process

Action Items

- Check with Mariam to confirm her interest in spearheading this important activity
- Research email alert functions in Zillow, Redfin, or MLS
- Ask Earl/block captains to be involved and on alert for new neighbors

Social Committee

David Cooper

- Annual Events

Mardi Gras Parade	February 26	Handled by ad-hoc committee
Egg/Beer Hunt	April	
Spring Salad Supper	May	
Summer Pool Party	August	
Fall Festival	October	
Progressive Dinner	December	

- Neighborhood Night Out event will be moved to the 2nd Tuesday of each month
- February Wine Down will be hosted by Tray and Lynn LaCaze

- Consider new/additional signage to promote events

Action Items

- Select location for next Neighborhood Night Out – can be further out from neighborhood
- David will research design and price details for new signage
- David will get the master email list from Leah so we can load it into MailChimp for a consistent communication plan

Beautification Committee

Stuart Gill

- Stuart will begin to monitor the cul-de-sac for maintenance and reach out to the neighbors surrounding the area
- Joseph reiterated that the Beautification Committee is responsible for maintaining the cul-de-sac, Tenna Loma garden, and the rock located on Oak Cliff Blvd on the golf course.
- The Yard of the Month program will begin in April and continue through November
 - Stuart will reach out to winners of Yard of the Month, place sign, and arrange for photographing of the home with Shawn
 - Stuart will notify Shawn (Communication Committee) when a selection has been made to update the website and social media
 - Sign is looking a little weathered and may need a refresh

Action Items

- Candy Canes should be returned to Stuart Gill at 2225 Stevens Woods Lane
- Flags should be returned to your block captain
- Stuart to evaluate sign and research renewing or replacing
- Organize “pre-spring” cleanup of public areas that association is responsible for maintaining

Conservation League

Joseph Beckham

- Angie would like to remind our neighbors to plan to attend the Oak Cliff Conservation League Spring Symposium in April at Turner House

Crime Watch/NOCUPP

Joseph Beckham (For Angie Mobley)

- Membership over-all is down
- Currently receive 315 hours of patrols per month
- Kessler Woods is going to join en masse, which will be beneficial to our neighborhood

Action Items

- Need a NOCCUP enrollment campaign

OOCCL Grant Ideas

Joseph Beckham (For Angie Mobley)

- Angie would like the board to begin coming up with ideas for possible OOCCL grants
- Grant applications are generally due in May 2017

Board of Directors Meeting Change

Joseph Beckham

- Meetings will now be held on the 3rd Wednesday of the month to reduce proximity with the Wine Down event

NEXT MEETING	February 15, 2017 at 7:00PM – at 808 N Hampton Rd
ADJOURNMENT	Motion by Jonathan Saxer and seconded by Teresa Harvey to adjourn the meeting at 10:02PM.
MINUTE APPROVAL	Recorded: Friday, January 27, 2017 Approved: Wednesday, February 15, 2017 Published: Thursday, February 16, 2017