

**ST. PETERSBURG DOWNTOWN NEIGHBORHOOD ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**February 13, 2019 7 PM**  
**Signature Condo, Meeting Room**

**Approved Minutes**

1. Call to Order: Karen Carmichael called the meeting to order at 7:05.
2. Establish Quorum: A quorum was present. Present were Martha Shibley, John Waechter, Scott Clark, John Mason, Al May, Grace Steinhauser, Roxanne Fixsen, Karen Carmichael, Steve Phillips, Ana Adler, Andrew Davis, Marc Lowenthal, and Mark Ferrulo
3. Approval of agenda: After a motion and second, the agenda was approved.
4. Approval of minutes for Prior Meeting: After a motion and second, the minutes for the November Board meeting were approved.
5. Treasurer's Report: Al May presented the Treasurer's report and also noted that he had filed the report with the State Division of Corporations and with the IRS.
6. President's Report:
  - a) Karen recognized several members of the Board who have contributed time and energy to the transition period following the January election.
  - b) Karen also briefly reviewed the mission statement and noted that she and John Waechter had prepared some proposed changes to the by-laws and election procedures, which will need to be approved by the Board at its March meeting and then by the General Membership at the April meeting, after Karen meets with the community resource staff at the city. Copies will be distributed to the Board after Karen's February 21 meeting with the city..
  - c) Karen also outlined the progress made thus far on the Tour of Homes, to be held in March. Individuals volunteered to help staff the various homes on the tour. She noted that expenditures for the project will begin soon, thanks to a donation by FirstService.
  - d) Karen noted that we had submitted our comments on the proposed hotel in the Edge District after meeting with the developer.
  - e) Karen also enumerated a list of projected goals.
  - f) Karen asked John Waechter to review the role of Roberts Rules of Order and to serve as a parliamentarian for future meetings.
7. Standing Committee Reports. Since this was the first meeting of the year, the list of committees was reviewed, and individuals volunteered to take responsibility for various areas. (We may wish to sort through this list to determine which are "Standing Committees" with regular reports and which are "Ad Hoc Committees: devoted to short-term projects."
  1. Planning and Development: John Waechter
  2. Membership Management: Scott
  3. Public Service: Al and Roxanne
  4. Social Events: Ana and Martha,
  5. General Meetings:
  6. Communications and Marketing: Grace, and Scott

7. Tour of Homes: Karen, Martha and Ana (our only current ad hoc committee). Volunteers thus far for the tour: Al (4 hours), Roxanne (2 hours PM) Grace (2 hours), Scott (2 hours); Marc (at The One); Steve (2 hours); John Waechter has two people to volunteer at his condo, Martha.

8. Community Meeting Reports

- a. Central Avenue Council: Mark reported on the most-recent CAC meeting, which was largely devoted to transportation and BRT. Mark also noted that he is part of a Rowdies Committee (related to the Chamber of Commerce) and will keep us updated on happenings within that group.
- b. CONA: John reported on the reorganization meeting for CONA, which takes place each year at this time, and also suggested that the head of CONA would be willing to meet with our Board to help us get a better understanding of their role and how we can assist one another.

9. Unfinished Business

After a motion and second, the Board ratified the expenditure of funds to cover the costs of the contracts with Todd Germann which the Board had authorized Karen to negotiate at our November Board Meeting.

10. New Business

As noted under the President's Report, we need to review the proposed changes in the by-laws and election processes, which must be approved by the Board before going before the general membership in April.

11. Next Board Meeting: March 13, 7 PM, Signature Party Room

12. Adjourn: After motion and second, the meeting was adjourned at 8:28.

Respectfully submitted,

Steve Phillips, Secretary