

Historic Capitol Hill - Board of Directors Meeting

January 18, 2017

Community Action Agency, 319 SW 25th St. OKC 73109

3:00pm – 4:30pm

Board Officers Present: Vice President Mr. Santiago Arzate, Secretary Mr. Chuck Shirley.

Board Members Present: Mr. Evan Rink, Ms. Bonnie Schwartz, Ms. Gloria Torres, Ms. Ana Herrera, and Ms. Amanda Piña.

Guests: Mr. Jesse Hugo and Kim Cooper-Hart, City Planning. Executive Director: Ms. Donna Cervantes

3:15p Call to Order and Welcome

Mr. Arzate called meeting to Order. Guest, Ms. Paula Lewis, who is running for OKCPS Board President, was introduced. No quorum being present, old business items were discussed. Reminder to sign up for news regarding the General Obligation bond and try to attend the upcoming workshops. The online survey link will be shared with our BID owners. The survey can be taken multiple times to address different areas of the city. Ms. Cervantes presented Mr. Arzate with a thank-you gift for the extraordinary effort and positive energy he put in serving the Board and the district in so many ways last year.

November 17, 2016 minutes considered. One change – the start time should be 3:00p. Motion to approve as amended – 1st Ms. Schwartz, 2nd Mr. Evans. Motion passed unanimously. October 20, 2016 minutes considered. Motion to approve – 1st Ms. Torres, 2nd Mr. Shirley. Motion passed unanimously.

Committee Reports

1) Executive Committee

- a) Financial Report. Reviewed Profit and Loss report. Discussed changing the default fiscal year to July through June in order to match our other reports; Donna will ask our CPA. Request to change the Restricted Account name – should be First Fidelity Bank since the InterBank account is closed – and to zero out the balance on the old IB operating account (currently shows \$50 due to old accounting error). Motion to approve with changes as noted: 1st Ms. Torres, 2nd Mr. Shirley. Motion passed unanimously.
- b) Discuss fundraising and sponsor outreach
 - o Reviewed the proposed revisions to sponsor levels. It was agreed that changes are needed with consideration to the dollar amounts. Mr. Rink and Ms. Torres agreed to review with Ms. Cervantes
- c) Consider the proposed 2017 Board Office Slate. Mr. Arzate opened the floor to nominations. Being no additional nominations, Mr. Shirley made a motion to approve the slate as proposed. Ms. Schwartz seconded the motion. Motion approved unanimously. The new Officers were welcomed: President Mr. Arzate, Vice-President Mr. Evans, Treasurer Mr. Rink, and Secretary Ms. Piña.

2) Economic Development and Redevelopment

- a) Mr. Rink gave an update on the meeting with Mr. Greg Banta and the Economic Development committee, which took place just prior to the board meeting. He wanted to get to know the board and our vision for the district and will marketing the properties to attract new tenants.

- b) Ms. Ortega showed a draft of the district brochure. It was agreed that it's a good start, but we need to target two audiences – visitors and property owners with different information or make two flyers.
- c) Ms. Cervantes stated that the Artistic Improvement committee met with members Doralicia Sandoval, Kristen Vails, Hilda de Leon, and BC Summers and passed around a copy of the new work plan. The committee has a goal of identifying and attracting artists and performers to the district.

3) BID and Property Owner Relations

Mr. Arzate stated that Ms. Cervantes, Jorge Hernandez, and Randy King had recently met with Jay Lemon with Haskell Lemon and Kermit Frank with Dolese about working as partners on the Plaza plan. Mass Architects has submitted a drawing and costs. We are defining the vision and trying to get to the best cost using a phased approach, with the first step making it safe and clean and usable. There will be follow-up meetings with the architect and others

4) Promotions and Community Relations

- a) Ms. Cervantes passed out information on the OK Cine Latino film festival set for March 25 and the new Youth Film Workshop to be held 4 Saturdays in February.

5) New Business

- a) Reminder that the City Council primary election including Ward 4 is on February 14.

6) Old Business (discussed earlier)

Ms. Martinez Brooks arrived at 4:30p. Ms. Cervantes presented a photo-collage plaque to thank her and recognize her six years serving on the Board in many roles including one year as Board President. Ms. Martinez-Brooks expressed her appreciation and continued support for the district and the Board.

7) Adjourn

4:45pm Meeting adjourned.