

# Historic Capitol Hill - Board of Directors Meeting

February 15, 2017

Community Action Agency, 319 SW 25<sup>th</sup> St. OKC 73109

3:00pm – 4:30pm

Board Officers Present: President Santiago Arzate, Vice-President Peter Evans, Treasurer Evan Rink, Secretary Amanda Piña.

Board Members Present: Bonnie Schwartz, Gloria Torres, Ana Herrera, Marissa Mindieta, and Doralicia Sandoval.

Guests: Jesse Hugo, City Planning. Executive Director: Donna Cervantes

## 3:06p Call to Order and Welcome

1. Santiago Azarte called meeting to order, a quorum was present. Board reviewed the minutes. Motion to approve the February 15, 2017 minutes made by Mr. Rink, seconded by Ms. Schwartz, minutes approved by a unanimous vote.
2. Financial Report - Evan reported that previously discussed changes to the Balance Sheet were made; it now correctly shows the Operating account at First Fidelity Bank and the Interbank account closed. AR was reviewed: Interlink check is in the mail; Bank of America invoice resent; Party Galaxy is paid. OCCC payment is in process. Motion to approve financial report made by Mr. Rink, 2nd by Ms. Herrera, approved by a unanimous vote
3. Mr. John Ireland's resignation was discussed and accepted.
4. With Mr. Ireland's resignation, Board member count now at 10. Current by-laws require "at least 11 but no more than 15" board members. Peter made a recommendation to change by law wording to "at least 7, no more than 15" to allow more flexibility. Discussed that Board should always have diversity and include BID representation/property owners. Motion to change by-laws as stated made by Mr. Rink, seconded by Ms. Herrera, approved by a unanimous vote.
5. Board member matrix was passed around and reviewed by all to update as needed. Mr. Arzate stated that at next meeting we will review gaps and start identifying recruits; have nominations ready for June.
6. Board read aloud the current Mission and Vision statements. Will hold off on discussion of possible changes until the annual Board retreat. Discussed handout that explained differences between the 501c3 and 5016c IRS designations. One major difference is that c6 organizations can raise funds through charged "membership fees", like a Chamber; c3 must rely on donations. Suggestion made to add a Donate button online. Evan suggested that each board meeting start with a reading of our Mission statement and end with reading of Vision statement.
7. Discussed the revised Sponsor Packet, which now has Tier levels to give more options. Gloria was thanked for her input. The new sponsor levels were approved with one change: top level marked "District" should be changed to "Scissortail"; the District-level designation will remain unique to Fowler. Motion to approve by Ms. Torres, seconded by Ms. Herrera, approved with 8 in favor and 1 abstained.
8. Santiago gave a property update: Re: the plaza, the contractor and architect met on-site, now waiting on a revised plan and cost estimate to move forward. Owner of Love Street is looking to renovate the upstairs for residential. Yale renovations will resume in March. Coney Island put in

new windows upstairs, question raised if they are proper for residential use; building permit will determine. CAA Director Mr. Sconzo has been approached about partnering to redevelop the old JC Penney building. CH Library improvements are on track for move mid-2018. El Bravo Market expected to open soon. Evan will contact owner to see if interested in grand re-opening event. Old Max Pollo building is in process of being cleaned up; will be ready to be put up for lease in March. In discussion with owner of bar on SW 24<sup>th</sup> for use of their vacant lot.

9. Doralicia reported that the Artistic improvement committee is following a work plan, first step is to recruit local artists for events. OCCC new building will have a dedicated art gallery in front. Suggestion made to reach out to previous vendors from the OCCC art festival, since it has closed
10. Peter reported that he and Donna are coordinating a BID owner meeting for early in April, trying to get permission to use the new OCCC Capitol Hill building, which is set to open at the end of March.
11. Cinco de Mayo planning is in the works, Promotional materials need to be sent out on completion. Peter stated he and Donna met with Enrique Ortiz re proposed TacoFest. Mr. Ortiz's proposal is a fundraiser that includes taco trucks and street soccer with possibility of holding it in the district. Board discussed impact on our district, our sponsors' expectations, and other Calle Dos Cinco events. General agreement for now is to keep events separate, but stay in conversation with Mr. Ortiz.
12. Old business: Fiestas de las Americas date is set for Sept. 30. There is a reception planned for March 30 in honor of Pete White's retirement. Organizers asking for financial supporters. Mr. Rink made a motion to donate \$300 to co-host Pete White reception, Ms. Herrera seconded the motion. Motion passed unanimously
13. New business: Jesse Hugo reported that the local ULI group (Urban Land Institute) and City Planning are working on bringing a speaker for a special Latino Urbanism event in April. More details will follow but now set for Friday, April 21 and Saturday April 22.

Meeting adjourned 4:41pm