

November 2, 2022

Members in attendance: Nicholas Hartzler Brooks Godeker Richard Hamilton
 Kay Glass Chris Street
 Brett Reinert Mechelle Minden

Meeting was called to order at 7pm. The two members of the public that attended were greeted by the board. Each member of the board introduced themselves.

1. Announcements

We will be using the Woerner Elementary School gym for our meeting. The board meetings will be held on the third Tuesday of each month at 6:30pm. The entrance to that area is “door 4”, around the back of the school.

An email address for the SBD has been formed. It is hollyhillssbd@gmail.com. A custodian e-mail has also been formed in order to keep records of correspondences.

2. Discussion

Brooks talked about needing to get the by-laws published on our website. He felt Grand Center CID By-Laws had language that was relevant to our organization and that we could use it as a template and edit it to fit our purposes.

Christy showed us the progress she had made in creating the HHSBD website. The group discussed using WordPress as the domain because it was a simple site and we would be able to post meeting minutes, budgets, etc.

The board discussed the parameters for building 3 committees: suggested we have 11 people per committee and talked about establishing a deadline for committee applications and a sample app was passed out.

Brooks shared a version of the committee member application he'd like to use. Once approved, it will be placed on the HHSBD website as a link to the Google Form.

The committees and their applications will be an agenda item for the Nov. 15 meeting.

Question asked: Who is responsible for making sure projects and services we hope to provide are not redundant to what the city was providing?

Answer: The City's Neighborhood Improvement Specialist (NIS)

The Neighborhood Improvement Specialist for Holly Hills should be invited to participate in future meetings to discuss city capital ward funding projects.

The board discussed entering meeting info into the city website. The board will be able to add and edit documents and will eventually link this info to the HHSBD website.

Question: What is the best way to communicate to HHSBD constituents about board meeting dates?

It was decided that Mechelle would contact local businesses about having yard signs made and whether or not they would donate these services or accept future payment for their work.

Brooks stated that he met with Bridget Flood (Holly Hills resident and Incarnate Word Foundation Executive Director). She had mentioned wanting the board to have “geographic equity” in mind for spending for the SBD. Bridget encouraged the board to produce a map in the SBD’s newsletter that would highlight where funds have been spent.

The board will vote on the HHSBD officers and a description of each position will be included in the bylaws.

Brooks mentioned that he spoke with the city planning division again regarding the city’s boundary areas for the Holly Hills neighborhood. The planning division said they plan to research the boundary areas.

Board members will work on shoring up a draft of the agenda for the 15th that will be sent out to each member.

Nick will send an email to the city assessor to let them have contact info for the to-be-determined treasurer

The board will have to approve the Nov. 2nd minutes at the Nov. 15th meeting.

The meeting on Nov. 15th will have public comment at the end, allowing for fifteen minutes. If any emails are received they will be read first.

A description of each committee needs to be published along with the application for said committee. The board will have hard copies printed for the meeting as well. The tentative deadline for the applications will be Dec. 31st, 2022. All committee members should elect a chair and have a requirement of 75% participation.

The board will vote on the bylaws at the November 15 meeting. If edits need to be made after hearing from public comment at the end of the meeting then bylaws can be amended at the December, 2022 board meeting.

A member of the public that was in attendance recommended a more specific definition of each committee as well as allowing a ranked choice of the three committees for interested applicants.

Nick motioned to adjourn the meeting. The motion was seconded and the meeting ended at 8:12PM.