

## OEVA BOARD MINUTES OF 7/19/2022

### A FLORIDA NOT FOR PROFIT 501(c)4 CORPORATION

#### 1. Introductions and Attendance

**Directors Present:** Kathi Obendorfer, Leslie Brown, Jim Schepers, Les Bernstein, John Majka and Joyce Colmar attend via video and telephone.

**Directors Absent:** Elaine Miller and Rob Reil.

**Meeting called to order at:** Vice President Kathi Obendorfer called the meeting to order at 4:07 p.m.

**Approval of Minutes:** A motion to approve the Regular Board Minutes of 6/21/2022 & addendum reports made by Leslie Brown, seconded by Les Bernstein and passed unanimously.

#### 2. Officer Reports

**President Report:** Robert Reil -

**Vice President Report:** Kathi Obendorfer combined her report with the Membership, Marketing and Media report. She wanted the Board to know what their committee was doing but they have encountered difficulties with the website and the newsletter has not been sent out or the email notice about reduced membership fee for 2022.

Discussion ensued about the lack of results and ongoing frustration with current situation with the website where no communication piece had been sent concerning the Membership, Marketing and Media request. Discussion began about using the former president and webmaster, Eric Peterson. Les Bernstein informed those members of the Board who were not familiar with Eric's past service on the Board.

There was discussion about the use of Web Tailors for the website, but it was decided this would not work well for the organization.

Further discussion resumed about Eric Peterson and his previous work on the website. Les Bernstein made a motion that Leslie Brown contact Eric Peterson for work on the website and investigate what needs to be done and further, give website access to all officers for log-in on the back end. Seconded by John Majka and passed unanimously.

Discussion continued about the contractor's work in Sri Lanka and the billing from Upwork. Les Bernstein made a motion that the Treasurer stop all transactions with Upwork. This was seconded by Leslie Brown and passed unanimously.

Leslie Brown made a motion limit Eric Peterson's work to a maximum of \$500. Kathi seconded the motion and passed unanimously.

**Treasurer Report:** Joyce Colmar - The Treasurer provided a report about the account balances and a feature in the merchant account that would allow storage of customer information. She had requested approval by the Board in her report. Kathi Obendorfer made a motion for approval, and it was seconded by John Majka. The motion passed unanimously.

The subject of PayPal came up and access to the account balance with them. Joyce informed the Board about the progress to access this balance. She remarked that a couple of transactions had been completed and was waiting on results from bank. She indicated the account would be closed.

**Secretary Report:** Jim Schepers – Consent agenda for accepting reports from Membership, Marketing, and Media, Beautification, Treasurer and I.T. Committee. Motion made to accept the Secretary's report by Kathi and seconded by Leslie. Passed unanimously.

### **Required Committees**

**Executive Committee:** Chaired by Robert Reil:

**Finance Committee:** Chaired by Joyce Colmar:

**Governance Committee:** Chaired by Elaine Miller.

**Membership Committee:** Chaired by Kathi Obendorfer. See Vice President's report. A motion previously submitted for consideration concerning the work process with Facebook/Blog did not receive a second and therefore no discussion or action taken. No one present could provide explanation on what this request was concerning.

### **Other Committees**

**Arts Committee:** Chaired by Les Bernstein.

**Beautification Committee:** Chaired by Rob Reil. See addendum report.

**Citizen's Patrol Committee:** Chaired by John Majka: John requests dates for meeting with Sheriff. It was determined to tentatively work toward Wednesday 10/19 or Thursday 10/20. The October 20<sup>th</sup> was preferred because the Thursday Farmer's Market will have returned.

**Englewood Arts District (EAD):** Chaired by Leslie Brown

**Events Committee:** Chaired by Les Bernstein.

**Government Relations Committee:** Chaired by Elaine Miller

**IT Committee:** Chaired by Robert Reil: See attached report.

**Marketing Committee:** Chaired by Leslie Brown See attached Membership, Marketing and Media report.

**Media Committee:** Chaired by Susana Jimenez: See attached Membership, Marketing and Media report

**Merchandising Committee:** Chaired by Jim Schepers

**Merchants Committee:** Chaired by Leslie Brown

**Diversity & Inclusion:** Chaired by Susana Jimenez

4. Old Business:

A. December Art Show. The first weekend in December. Dates and application process are in the works with CRA and County. A communication piece needs to be sent out but will need to wait until website update. Discussion continued about the renewal process of events at the Plaza and how that will happen for future events.

5. New Business:

A. Halloween Safe Walk. Need to consider what needs to be done to continue.

B. Pioneer Days. OEVA will participate with Leslie Brown as the contact for OEVA.

6. Announcements: None

7. Motion to Adjourn:

Made by Leslie Brown \_\_\_\_\_,

Seconded by John Majka \_\_\_\_\_,

Time of adjournment was 5:17 pm.

(Process note: the approved minutes will be dated, scanned, and saved on-line as the official public record.)

Date:

## OEVA SPECIAL MEETING MINUTES OF 7/26/2022

### A FLORIDA NOT FOR PROFIT 501(c)4 CORPORATION

#### 1. Introductions and Attendance

**Directors Present:** Kathi Obendorfer, Leslie Brown, Jim Schepers, Les Bernstein, Rob Reil, and Joyce Colmar attend via video and telephone.

**Directors Absent:** Elaine Miller and John Majka.

**Meeting called to order at:** President Rob Reil called the meeting to at 4:11 p.m.

#### 2. Officer Reports

**President Report:** Robert Reil had requested a special board meeting to discuss the board concerns involving the problems with the website and the length of time to complete work on the improvements. He started his comments with a statement that the Board doesn't see where we are at with the website. The requested newsletter was sent out. He further commented that he wanted to know why the Board ran over the I.T. Committee at the last meeting without consulting the I.T. Chair.

Vice-President Kathi Obendorfer agreed that the newsletter had been sent out that day and people were signing up to be members. This is what the Membership, Marketing and Media Committee had been requesting for months and it was just now completed.

Rob stated that the work taken over the last year got us where we are today.

There was quick and fast conversation and Joyce Colmar (Treasurer) asked to be recognized and speak which the President allowed.

Joyce voiced her opinion that if the Board had not taken the action at previous Board meeting that the newsletter would not have happened. She went on to say that she had done some research on website development and could not see why it had taken so long to complete the requested work.

Rob stated that a previous Board had approved \$5,000 to for updating the website and that it had taken a while for work to start due to various issues (COVID, the contractor in Sri Lanka).

Leslie Brown remarked that Eric Peterson (Past President and web developer) said that the requested work would only take 2 weeks to build the website.

Director Les Bernstein interjected and said the Board had already voted on this issue and wanted to know why we were revisiting the question.

Leslie Brown stated we are spending money with a California company for work being completed in a foreign country.

Again, Director Bernstein asked why the Board would be back pedaling on the issue.

President Reil wanted to know if the Board wanted to lead the I.T. Committee?

Joyce Colmar said “no” but that her preference was for him to walk away from I.T. Chair because of the time it took to get the newsletter out and updating the website. She preferred to let Eric work with Chamira (Sri Lanka contractor) on any further work on website.

Rob wanted to know what the Board wanted him to do.

Joyce indicated that she had been approached by some members who were not satisfied with the status of the website and wanted to ask for his resignation. These board members asked her to be the person to ask Rob for his resignation.

Rob indicated he would resign, and the Board would receive notification later in the day and he left the meeting. The board members present accepted his resignation and looked to the Vice-President to continue the meeting.

Joyce then made a motion to appoint Leslie Brown to coordinate the transfer of website passwords and other website issues. This was seconded by Director Bernstein and passed unanimously.

Vice-President Obendorfer asked if the Board should issue a statement concerning the President’s resignation?

Director Bernstein suggested the Board wait until the President’s resignation letter was received.

The Secretary (Jim Schepers) suggested the Board entertain a motion to adjourn since the subject of the special meeting appeared to be completed.

Director Bernstein moved to adjourn, which was seconded by Leslie Brown. Motion passed unanimously.

Time of adjournment was 4:43 pm.

(Process note: the approved minutes will be dated, scanned, and saved on-line as the official public record.)

Date:

# OEVA COMMITTEE REPORT

## COMMITTEE INFORMATION

Committee: Beautification

Committee Chair: Robert Reil

## SUMMARY (ONE PARAGRAPH)

The Beautification Committee has set a recurring 'Clean the Cedar St Parking Lot' event at 7am on the Friday before the first Saturday to present the town well to the 'Crusin' on Dearborn' monthly event and attendees. It has applied for adoption of the Green and Cedar St parking lots in the Keep Sarasota County Beautiful Program.

## OLD BUSINESS

### CEDAR ST

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#### PARKING CLEAN UP

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##### GARBAGE:

The Committee cleaned up garbage from the site on 1/1/2022.

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##### COMPOSTABLE MATERIALS:

A light clean-up is needed. Will bring the trailer next time.

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#### HOMELESS

OEVA communicated with Debbie Marks of the CRA that the homeless were back and a mattress was in the north corner against the fence and needed to be removed. Debbie replied that the Sherriff was there that morning to interface with the homeless again.

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#### COUNTY STATUS:

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#### GROUNDS MAINTAINANCE

No comment this month.

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#### RESTROOMS

OEVA communicated with Debbie Marks of the CRA that the water to the restrooms had been turned off for two weeks per the cleaning lady (who stated she previously advised Debbie of such).

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#### IRRIGATION

Dysfunctional: No change.

#### KEEP SARASOTA COUNTY BEAUTIFUL ADOPTION PROGRAM

OEVA's Beautification Committee has signed up with the county at <https://www.scgov.net/government/public-utilities-water/keep-sarasota-county-beautiful> to adopt the Cedar and Green Street Parking Lots.

#### COUNTY MAINTAINANCE CONTRACT

No further action

#### VOLUNTEERS

Volunteers were thin this month as I did a poor job of communicating the event due to a rough time with Covid and a 2-week cross country trip. I and Jim Schepers were the attendees this time.

#### NEW BUSINESS

##### COMMUNICATION

Since email address configurations have been changing to be better utilized by people revolving but set by roles throughout the organization an adjustment needs to be made to enable committees manned by Microsoft Teams (Guests) accounts to manage a committee named mailbox and calendar to set up automatic emailing of committee members. This will be done in the coming weeks and a needed step before automating a committee activity calendar.

##### GREEN ST

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##### PARKING CLEAN UP

We are targeting to set up the Green St Parking Lot clean up event for the third Friday of the month at 7am starting on 8/19/2022 once communications channels are set by the IT Dept.

Kind Regards  
Robert Reil

# OEVA COMMITTEE REPORT

## COMMITTEE INFORMATION

Committee: IT

Committee Chair: Robert Reil

## OLD BUSINESS

### WEBSITE

#### PAST MONTH'S PROJECTS:

In the past four weeks Chamira has been working on the following:

- I did not get a report from him as he is scrambling to get the subscription process, user database, and member features aligned.

However, it has been observed that:

- Using 'Custom Fields' to update OEVA Office holder details across the website - from an observation from Leslie is completed.
- The Slide show has been updated using a better platform and better images
- The logo has been updated to include the word ASSOCIATION.
- Authorize.Net is now the only transaction platform on the website and PayPal has been disabled.
- The user data base now has the CRA users in a group that can be sent Newsletters. However, they are not automatically included in Blog and newsletter posts. They just can be added if desired.
- Membership accounts have been updated to be \$50 for the rest of the year and retro active from first of the year so that anyone purchasing \$50 membership in 2022 can be a voting member of OEVA.

#### CURRENT PROJECTS:

Chamira's country, Sri Lanka has continued to be problematic, and it does take time away from his availability which does affect his productivity. Now that the president has fled the country, we expect his availability to increase soon. He is currently working on the following items:

- Automating the Business subscriber's directory page - I have found a couple of methods to achieve this and I am testing them out on dev. I should have a solution by next week.
- Testing and finishing the changes to the Volunteer survey form - emailing to Membership Committee chair - this is done by next week.
- Identifying the Business subscribers that were not given a directory listing in the previous year(s)
- Updating the features list of each membership type in order to maximize buy in and minimize poor user experiences on our webpage.

Once these are completed, we should be able to publish the Newsletter to approximately 1000 unique people with an advertisement to join

#### UPCOMING PROJECTS:

- Joomla upgrade to version 4
- Possibly a re-design of the website template to look more modern - from an observation from Leslie.

Kind Regards

Robert Reil



June 30, 2022

Old Englewood Village Association

Chairs Present for Membership, Marketing and Media Committee meeting

Kathi Obendorfer

Leslie Brown

Susanna Jimenez

Meeting started at 9:00 AM and ended at 10:00 AM

Topics and Discussion

- 1) Membership List
- 2) Membership fees/email blast to that list
- 3) Facebook photo contest
- 4) Increasing our posting activity on social media platforms
- 5) Website

Language and amount was sent to IT for publication on July 1<sup>st</sup>

A public announcement will be posted on Facebook for anyone to submit photos (regarding our community). Several options were discussed and Leslie is gathering information on image size. Susana is collecting information on how other organizations have conducted similar contests. We hope to launch this contest by the end of July 2022.

Leslie and Susana to share items of value and post

**Treasurer's Report**

**July 18, 2022 Board Meeting of the Directors of Old Englewood Village Association, Inc.**

**A Florida Not for Profit Corporation**

**Chase Checking Account**

Ending Balance June 30, 2022 Statement:

June 15-30, 2022 Charges

Upwork	448.00
Tommy Tunes	225.00
Microsoft	53.00

<b><u>Current Balance on Account</u></b>	7,800.12
Paypal Account	3621.17
Centennial Bank CD	24,570.23
Total Funds on Account	35,991.52
Less outstanding check to Arts Alliance 6/2/22	1,000.00
Income not counting accruing interest	49.03
Available Funds	35,040.55

Commented [VL1]:

The income shown was \$48.30 deposited by Rob Reil and .73 from Chamira to test the new merchant account. I am receiving notices from the bank as to the source of the deposits.

The merchant account is established and doing fine. There is a feature at no charge by either Authorize.net or Chase called Customer Information Manager. It allows us to store the charge information of the card users so that when they reapply their credit data is automatically shown to the user. I would recommend the service. Just need approval from the Board.

A savings account has been established at Centennial Bank and funded with \$250 from the Chase Checking Account. Rob can now transfer the funds being held in the Paypal account and close it out.

As before, we are still spending but not much coming in. Hopefully we are nearing the completion of the website redo which will reduce or eliminate those charges.

Joyce Colmar, Treasurer      7/18/22