

## **Apple Street Market Board Meeting**

**April 27, 2017**

**6:30 at McKee Rec Center**

**Present:** Board Members - Ellen Vera, Christopher De Angelis, Marilyn Evans, Kristin Barker, Heather Sturgill, Heather Zoller. Minutes - Chris Gutjahr.

**Quorum:** Yes

**March Minutes:** Approved minutes w/2 corrections: Annual Meeting suggested location: Letter Carrier's Hall is correct name for "Postal Worker's Union" and Finances: delete "Currently \$500,000 away from targeted community owner shares."

**Agenda Approved.**

### **Annual Meeting Update**

- Committee met. Meeting is planned for Tuesday, August 1, 5 to 7. Location to be determined.

### **Board of Directors and Officers Insurance**

- Discussion: Christopher researched two companies, Kapatoes (cost \$768) and Gallagher (cost \$1207). \$1 million limit on both policies. Recommended Kapatoes for cost and quality.
- **Motion:** Approve Kapatoes for insurance. Motion passed (unanimous).

### **Board Structure**

- Discussion about Committees:
  - Building Committee
  - Outreach and Events: Volunteer group
  - Executive Committee meeting planning: Heather, Kristin
  - Finance Committee. 1 meeting a month to review finances.
  - Fundraising/Communication Committee
  - Ad hoc Annual Meeting Committee
- Letter of commitment for Board Members: This letter will outline board member responsibilities such as meeting attendance requirements, belonging to 1 committee etc. Heather Zoller, Treasurer, will compose the letter.

### **Finance Committee Report**

- 2014, 2015, 2016 tax reports will be filed at same time. Extension filed for 2016. Taxes will be filed before end of April.
- Wegner accounting bill is \$750 (\$200 to \$400 over budget to update finances).
- Finance committee will meet in June.
- **Motion:** Approve Ellen Vera as Treasurer. Motion passed (unanimous vote).

### **Outreach and Events Committee**

- Volunteer committee shared planned events for 2017:

- August 1<sup>st</sup> – Annual Meeting
- August – Cincinnati Summer Streets
- October – Northside Porch Tour
- October – Hosting Phil’s Place Dinner
- November – Bingo Fundraiser
- December – CUCI Annual Meeting table

### **Building Committee**

- City permitting of building plans taking longer than anticipated. Abatement will be less costly than anticipated.
- Recommended a contractor to procure data system for electronics (telephone, in-store data network, wi-fi, security and power back-up). Approximately \$13,566.

### **Funding Update**

- Funding from City, CDF etc: CDF (Cincinnati Development Fund) \$6.50 per foot in rent. NEST how to separate our project: Real Estate and \$715,00 operational side. 39% of 3 million Divided budget. Must agree for interest only for first 7 years for operational side. \$250,00 gap. Fill gap with better terms. Need HUD 108 money. Tom Jackson from NEST is working on this. Hud 108 process takes 2-3 months. Could start constructions in September.
- Construction expected to begin between the end of September and beginning of December

### **Community Owners**

- Discussion about reaching 2,000 community owners

### **Marketing**

- Discussion about need for on-going stakeholder communication, public relations, and marketing.
- Fundraising/Communication Committee will meet to discuss communication plan as well as owner share and own loan drive. Heather Zoller, Heather Sturgill, Chris De Angelis, Kristen Barker will meet.

### **Bylaws**

- Discussion: Amendments needed to address: Capital accounts, size of board, “extra” shares, cap on number of owners.
- Heather Sturgill will look into how to amend articles.

**Meeting Adjourned: 8:40**