

NORTHWEST NEIGHBORHOOD CULTURAL CENTER BOARD MEETING

Minutes of January 11, 2016

Directors Present: Elizabeth Aaby, Wendy Chung, Susanna Duke, Alisha Hanks, Roger Jennings, Laura Marney, John Tess and George Wright

Not Present: Ginger Burke, Don Genasci and Dan Volkmer

Guest Present: Bill Harris

I. Call to Order

Elizabeth called the meeting to order at 6:15 PM

II. Approval of Minutes

George moved for approval of the November 9, 2015 minutes.

John seconded and the minutes were unanimously approved.

III. Treasurer's Report

Roger shared a summary of the accounts as of December 1, 2015. The cash balance is \$74,659.42 and the three certificates of deposit have a total balance of \$55,805.99. Roger also shared a Transaction Detail for 2015 showing a total outflow of \$12,393.08 (report attached).

Discussion followed regarding the necessary tree removal, which is completed with the payment included in the Transaction Detail.

The board needs an update from Dan on further tree work and Roger will follow up on free parking strip trees.

Alisha reported that the website work will cost approximately \$2,000, substantially less than the authorized funds.

IV. NWCT's Appraisal/Seismic Forecast

Elizabeth opened the discussion with a summary of the NWCT appraisal as well as the forecasted costs of seismic upgrades.

Board members focused the discussion on the board's responsibility to preserve and maintain the building for community use.

V. Potential Building Sale Scenarios

The board discussed the three proposals presented by NWCT and provided for review before the meeting. All members present participated and Elizabeth reported on opinions shared by members who could not be present.

Board members moved to discussion of how to convey the building in a way that ensures its preservation, maintenance and use for the benefit of the community. All members present participated in this discussion. Any conveyance will require a complex document that lays out covenants, terms, evaluation of meeting those terms and results if, unfortunately, the buyer cannot meet the terms. The board also discussed the parking lot.

Motion. Following discussion John made the following motion.

The board of the NNCC agrees that the Memorandum of Understanding and that conveyance of the building to the NWCT are a good idea. The board agrees to continue to look at the three alternatives and others.

Further, as Ball Janik has agreed to work with NNCC on a pro bono basis, the board will engage Ball Janik to so work with the board and ultimately draft a conveyance agreement

Wendy seconded the motion and it passed unanimously.

The board continued discussion regarding By-law requirements for a special meeting if agreement to sell the building is reached with NWCT.

Action Item: John will write a list of potentially important contract terms to be discussed at the Tenant Relations Committee as well as shared with Judy Kafoury and Ball Janik.

VI. Annual Meeting

Elizabeth reminded the board that the NNCC Annual Meeting is scheduled for Thursday, February 4, 2016 at 7PM.

It was agreed that continuity on the board is important at this time.

Motion. John moved that the board affirm its recommendation that Elizabeth Aaby, Ginger Burke and Alisha Hanks stand for re-election.

Laura seconded the motion and it passed unanimously.

VII. New Business

Alisha led a discussion on the progress on the website. Material was emailed to board members for review prior to the meeting. Discussion followed about adding the membership application form.

The board discussed current information on NNCC members and how to potentially update that information.

The board agreed to continue to meet every other month on the second Monday.

VIII. Next Meeting

The next meeting will be March 14, 2016

IX. Adjournment

The meeting was adjourned by consensus at 7:26PM

Dated:

Respectfully submitted,

Susanna Duke

Approved: February 4, 2016