

Westwood Neighborhood Association Meeting
Tuesday, November 20, 2007
Hanawalt School

- 1. Call to Order:** President Brad Sammon called the business meeting of the Board of Directors to order at 7:05 PM. In attendance: Brad Sammon, President; Joe Kobes, Vice President, Vicki Heiken, Treasurer, David Barzen, Immediate Past President / Social Committee Co-Chair, Sharon Murphy, Des Moines Neighbors Liaison, Amy Zuck, Social Committee Co-Chair, Jeanette McGreevy, Publicity Committee Chair, Barbara Bell, Beautification Committee Chair, Thomas Kisch, Secretary.
- 2. Review/Approval of October 16, 2007 Meeting Minutes:** David Barzen moved the minutes of the October 16, 2007 annual meeting be approved as written. Sharon Murphy seconded the motion. All approved.
- 3. Welcome:** Brad Sammon formally congratulated and welcomed the new board members. These are Joe Kobes, Vice President; David Barzen, Immediate Past President (new officer position on the board); Amy Zuck, Social Committee Co-Chair; Jeanette McGreevy, Publicity Chair.
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| 4. Treasurer's Report: | Beginning Balance | \$5,788.89 |
| | Deposits | \$ 592.00 |
| | Ending Balance | \$6,380.89 |
- 5. Membership:** The association has 95 members. These include individuals, families, and one business.
- 6. Signage Committee:** Brad Sammon contacted the Parks and Recreation Department on October 24, 2007 regarding installation of two neighborhood signs on the Walnut Creek Bicycle Trail. However, he has not yet received a response. He will contact the mayor's office as follow-up.
- 7. Des Moines Neighbors Liaison:** Sharon Murphy reported the annual Des Moines Neighbors Holiday Potluck will be held on Thursday, December 6th at the Mickle Center, 1620 Pleasant Street, beginning at 6:30 PM. With exception of the potluck, there will not be a meeting in November or December. The Des Moines Rehabbers Club held its kickoff meeting on November 3rd at 1622 York. This location is a 1918 bungalow that is under renovation. The amended bylaws (which were approved by the board at its October 16 meeting) have been sent to Kurt Larson at the Community Development Department for review.

8. Walnut Creek Gateway Garden Plan: Margo Hutcheson and Kris Sutton have submitted the application for the Lillian Swartzell Perennial Planting Program grant. Thomas Kisch shared a copy of the application with the board for its review.

9. Social Committee:

a. January Social Meeting: This event will be held on January 24, 2008 from 6:30 to 8:30 PM and is open to all neighbors, not just those who are members of the association. Arrangements are being made with Lisa LaValle of the Des Moines Art Center's restaurant for providing hors d'oeuvres. Entertainment will be provided by a string quartet from Roosevelt High School. A cash bar will be available. It was consensus of the board to have a membership table for those who may interested in joining the association.

b. Other Events: Discussion was held about having a "Cabin Fever Party" in February. Joe Kobes moved the association sponsor an event at the new Des Moines Ice Skating Rink on February 23 or 24 (depending upon availability) at 2:00 PM. Rob den Hartog seconded the motion. All approved. Amy Zuck will write an article about the party for the January newsletter. Those interested in attending may send an e-mail to Amy.

Discussion was held about sponsoring a neighborhood event recognizing "National Night Out" on August 8, 2008.

10. Nominations: Brad Sammon reported the positions of Newsletter and Historian chairs remain open on the board. Barbara Bell will visit with Heidi Barr to determine if she is interested in serving as Historian.

11. Newsletter: Jeanette McGreevy offered a solution for issuing the association's quarterly newsletter. The Great Prairie Education Agency prints newsletters for nonprofit agencies at a reasonable fee, which includes collating and stapling. Rob den Hartog moved the January 2008 issue of the newsletter be printed by the Great Prairie Education Agency. This would be a six page issue, with the first page being in color, at an approximate cost of \$300. Barbara Bell seconded the motion. All approved.

Because of the "lead time" needed to print the newsletter, articles need to be sent to Jeanette by December 8th. Board members agreed to submit the following articles: Rob—Jazz in July, Membership; Amy—January Social Meeting; Barbara—2008 Garden Tour; Sharon—Donations for Des Moines Neighbors. Tom will contact Kris Sutton about submitting a nature article of local interest. Jeanette recommended that a "Meet Your Neighbor" article be included on the first page.

Vicki will send a listing of current association members to Jeanette, with the block captains noted in bold letters. Vicki will also provide the number of newsletters needed by individual block captains, so the newsletters can be bundled accordingly by the printer. Joe offered to help Vicki with distribution of the newsletters to the block captains. With the extra duties Jeanette has assumed coordinating printing of the newsletter, Barbara offered to serve as block captain for 52nd street, replacing Jeanette.

If the board agrees to continue having the education agency print the newsletter, Joe recommended deadlines for submitting articles for the next three newsletters be determined at the next board meeting. Tom will send an electronic version of the October 2007 newsletter to Jeanette for her records.

12. Next Meeting: Amy Zuck moved the board not hold a December meeting because of the holidays. Vicki Heiken seconded the motion. All approved. The next meeting will be held on Tuesday, January 15, 2008 at Hanawalt School, beginning at 7:00 PM.

13. Other Business: Discussion was held about additional amendments to the bylaws. Because amendments had been so recently made, the topic was tabled for a future meeting. David Barzen and Rob den Hartog offered to participate on the next committee established to review the bylaws.

Barbara Bell shared a greeting card with the board she has developed to recognize neighbors' positive accomplishments. It's entitled "We Know Who You Are." Block captains may contact Barbara with the name and address of neighbors who have made improvements to their property. She will send the card with a compliment in the board's behalf.

Jeanette McGreevy will post electronic versions of meeting minutes and newsletters to the neighborhood website. She will also place Westwood Neighborhood Association announcements in the Des Moines Register.

14. Adjourn: The meeting adjourned at 8:35 PM.

