

Heritage Avon Lake Board Meeting Minutes

October 19, 2016, 9:30 AM at The Folger Home

The meeting was called to order by President Gerry Vogel at 9:32 AM. In attendance were Gerry Vogel, Kris Burns, Melissa Clifford, Patti Zilka and KC Zuber. Sandi Gerhan and Tony Tomanek were excused.

Approval of Minutes:

The minutes from the HAL Board Meeting of September 21, 2016 were presented. KC Zuber moved and Melissa Clifford seconded to approve the minutes. The motion passed and the minutes will be posted on our website and emailed to members of City Council and the Mayor.

Treasury Report (FIN):

Gerry Vogel presented the financial/budget reports for September 2016. Normal budget expenditures were made for the month. The monthly Treasurer's report will be posted on Basecamp. Our net worth is around \$20K. Patti Zilka moved and KC Zuber seconded to approve the Treasurer's Report. The motion passed.

President's Report:

Gerry Vogel presented the President's report. The State of Ohio includes our donated materials as part of our grant. The result of this policy triggers the prevailing wage requirements for some of our projects. Due to this requirement, we will revise proposals on some projects, such as the siding job for the Folger Home. Discussion ensued and KC Zuber will discuss options at the next BOC meeting.

Gerry Vogel requested that HAL members following up on sponsorship donations, make sure to have the sponsors complete our form and that members complete the HAL master spreadsheet with the appropriate contact information for use on our website, plaques, newsletter, etc.

After discussion, the board agreed to hire Michelle Van Wormer for further follow up with donors and clean-up of the master sponsorship database. The amount of work is to equal approximately four hours.

Gerry Vogel has purchased security cameras for the Folger Home and will install them.

Gerry encouraged the HAL Board to use the Basecamp 3 upgrade. Basecamp 3 is more user friendly for private messages and group discussion. It also adds new features for Google docs links, calendars and formal announcements. The board agreed to officially begin use of this platform in January of 2017. In addition, Gerry suggested mailboxes for HAL Board members in a dedicated office on the second floor of the Folger Home.

Committee Reports:

PEC (Melissa Clifford): Melissa Clifford reported on the Programming and Education Committee. HAL Presents will have a program on Ohio Presidents' Wives on Monday, November 14th at the Avon Lake Library. Divine Scoops has agreed to sell Sherry Spenser's book, *Socialites and Scofflaws*, at their shop. Gerry Vogel has been mailing books that have been ordered online.

BOC (KC Zuber): A meeting with the City will be held on Monday, October 20th to discuss a plan for the City to take over the rental and housekeeping duties of the Folger Home. The HVAC system project is in process and waiting for estimates and follow-up.

MFR (Kris Burns): Taste of Chili update: Following today's board meeting, Kris Burns, KC Zuber, and Patti Zilka will meet at the United Church of Christ and meet with Mary Pease. They will review the room set-up for Taste of Chili, including the kitchen. In addition, Kris, Patti, Sandi Gerhan and Glendalee Burns are working on the ticket raffle and set-up for these items. Glendalee Burns has provided the event centerpieces. On November 5th at noon, Taste of Chili volunteers will gather at the church to organize the venue. KC Zuber will deliver and set-up the nine chili donations.

Old Business:

Ten rocking chairs for \$300 and five side tables for \$150 have been delivered for the Folger Home porch. Most chairs already have designated donors. Gerry Vogel asked that chairs and tables be moved to the basement until warmer spring weather in 2017.

New Business:

We will have our regular Board meeting on Tuesday, November 15th at 6:00 PM, at the Folger Home. Following the Board meeting, we will conduct the HAL Members' Meeting at 7:00 PM. Gerry Vogel and Melissa Clifford volunteered to be the Nominating Committee for the 2017 Board of Trustees. New Board members will be voted on at the Members' Meeting. In addition, we will have a presentation and review of work, projects and programs we've accomplished in 2016.

Gerry Vogel will purchase holiday decorations for the Folger House windows which use LED lights, as required by the safety code.

Gerry Vogel requested continued work on our strategic plan, and the possibility of some reorganization of our committees. Discussion ensued and possibilities were discussed regarding future meetings for these topics with inclusion of the new board members. Plans also need to be made regarding clean-up of the second floor, and an office established for HAL.

The Board discussed the possibility of changing city zoning law to permit year-round packaged food sales. This project will be pursued in the near future.

Kris Burns requested reimbursement for extra cleaning she provided following a HAL event. Patti Zilka moved and KC Zuber seconded to provide an additional payment of \$50.

The meeting was adjourned at 10:40 AM.

Next HAL Board Meeting: November 15, 2016, 6:00 PM at the Folger Home.

Respectfully submitted: Patti Zilka, Secretary