

CAPITOL HILL RESTORATION SOCIETY BOARD MEETING

MINUTES FOR JANUARY 19, 2015

SECOND FLOOR BOARD ROOM, CAPITOL HILL TOWNHOMES COMMUNITY BUILDING

Present

Lisa Dale Jones, Monte Edwards, Drury Tallant, Susan Burgerman, Patrick Crowley, Chuck Burger, Undine Nash, Jeff Fletcher, Jim Taylor, Janet Quigley, Beth Purcell, Elizabeth Nelson, Gary Peterson, Justine Bello, Greg Holeyman, Carl Spier

Observer: Mimi Wolf

Meeting Minutes: Susan Burgerman

- The minutes of the December 16 meeting were included in the monthly meeting packet. Patrick requested that missing information from the December Treasurer's Report be added to the minutes. Motion to approve the December 2014 minutes, once this has been done: **moved, seconded and approved.**

Treasurer's Report – Patrick Crowley

- The Swampoodle grant funds have been relocated in the accounting records to the Assets category to indicate that the funds are to be held pending future disbursements, which are ongoing.
- Discussion of protocol that CHRS will follow to prevent embezzlement, in response to disconcerting events in another community organization. Decided: the Chair of the Budget Committee, presently Jeff Fletcher, will monitor the bank statements online to ensure transparency.

President's Report – Lisa Dale Jones

- 60th Anniversary/Members' Meeting: we have reserved the Parish Hall at St Mark's for the evening of January 28. The members' meeting will take place 6:45, program begins at 7:00. The program has been set, speakers have committed. RSVPs have been slow in coming, making it difficult to plan things like seating and refreshments. A pianist and a photographer have been hired, and Michelle Carroll has volunteered to take care of refreshments and the cake. Susan will write an article about the event for the March newsletter.
- CHRS Board structure: other nonprofit organizations are structured so that committee chairs direct the work of program staff (paid or volunteer); presidents oversee fundraising efforts, recruit board members, set goals, and advise the executive director; the executive director is a full time employee who has overall responsibility for the organization. All board members are responsible for generating new members and raising funds. Our committee chairs do all of the programmatic work, and the president functions as an unpaid fulltime executive director. This is not a sustainable structure, and the board should seriously consider hiring an executive director. Suggested: in addition to finding people to fill positions on the board, the nomination committee should review the functions of those positions and propose ways to ensure the better management of CHRS's human capital.
- Nominations for the 2015/16 Board: Patrick is chairing the nominations committee. He will assemble a committee, which will also review the board structure, division of labor, and the idea of hiring an executive director. A call for nominations and volunteers will appear in the next newsletter.
- House Tour: Alia Khan, who had volunteered to find houses for this year's tour, has had to step down. Patrick will take over to chair the house tour, and will need much assistance in getting homeowners in the footprint to commit their houses.

Membership Committee – Janet Quigley

- Janet has reviewed the membership fee and incentive structures used by other community organizations, and found that CHRS fees are the lowest in the area. Individual membership is \$25 and a household membership is \$45, but the newsletter, which is what comes with membership, costs roughly \$50 per member per year. All agreed that keeping fees relatively low is important to reach the broadest base, but also that the benefits of membership need to be cost effective.
- Options discussed: the newsletter could be digital only, with an option to receive a paper copy for an additional fee. There could be different levels of membership, with number of discounted house tour tickets as the incentive. Given that the house tour is CHRS's sole fundraiser, the number of tickets available to members at discounted rates will have to be cut down.
- **Motion:** to raise membership to \$35 for a single and \$55 for a household, with household defined as two adults, each of whom has a vote, and one discounted ticket per vote. **Seconded and approved** unanimously. The rate increase will be announced at the Members' Meeting, and those who renew before the next newsletter can renew at current rates.
- The committee will meet to come up with an appropriate package of membership fees and benefits.

Dick Wolf Lecture – Monte Edwards

- Owing to timing conflicts with the end of the semester, the submission date was extended to January 7. So far, four papers have been submitted, all of them interesting. Committee members (Monte, Greg, Janet, Lisa, Mimi Wolf, and Richard Houghton) were requested to select two, and to justify both their selections and why they did not select the others. Their decisions are due January 24. The top two finalists will meet with the committee to demonstrate their ability to communicate their presentation to a general audience. The committee will have the final selection ready for board approval at the February board meeting.
- The presentation will be held at Hill Center during the last two weeks of March. Susan will draft a press release for the event.

House Tour – Patrick Crowley

- Only two houses have been signed up. Lisa will make a plea for houses and volunteers at the members' meeting, and all board members should be actively looking for houses in the footprint.

Historic Preservation – Beth Purcell

- HPRB: the committee presented testimony in two cases, one of which involves two adjacent lots and significant demolition in order to create eleven housing units.
- Beth is developing a new walking tour of Graff Court.

Zoning Committee – Gary Peterson

- The January 8 committee meeting was unusually large. Nine cases were considered, among which two were proposals to create 18 foot garages to be used as artists studios. Both were opposed.

Newsletter – Justine Bello

President's Column

Rate change announcement

Call for board nominations

Plea for house tour homes and volunteers

Story from CHRS's history – Jerry Dunphries

Zoning Briefs

Historic Preservation Briefs

Adjournment: The meeting adjourned at 8:25 pm