



LOWER MOYAMENSING CIVIC ASSOCIATION

DRAFT - Lower Moyamensing Civic Association Board Meeting Minutes

5.20.2018

7pm

2552 S. Warnock St.

Attendees: Albert Girard, Chris Nevin, Colleen McDonough, Barbara Shontz, Josh Spindler, Patti Tahan, Rebecca Wanner

Taking Minutes: Rebecca Wanner

2018 Budget

- **Fran** will review/compile and send out for approval by board.
- Moving forward, budgets need to be complete by the end of calendar year.

Fundraising

- Flea Market
 - Patti reported that Flea Market brought in close to \$1000, but expenses were \$800.
 - Price had been lowered to \$20. For future markets, we will return it to \$30.
 - There is also concern about the high expenses and discussion of more low-cost ways to bring in entertainment, community partners, and create more of a fair atmosphere.
 - Flea market has historically been strong in raising funds (was organized under fundraising committee)
- Philadelphia Activities Fund grant application was submitted.
- General fundraising
 - Colleen raised the importance of having annual budget report, along with tracking volunteer hours and board member contributions, which are often required or preferred by potential funders.
 - **Rebecca** has started updating prior list of potential grants and will follow up with Andrew, Colleen, and any other interested members to set priorities for seeking funding.

Record Keeping

- **Rebecca** will work on reorganizing LoMo Google Drive to make files more accessible
 - Board members should take time to look through documents on the drive for information and to get a sense of how events, committees, procedures have worked in the past.
- We need to return to more consistent record keeping with event recaps, monthly committee reports, and annual financial statements.
 - **AI** will send out committee report template to chairs.



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- Reports should record volunteer hours for the month
- Colleen suggested documents should follow naming protocol with year and date, so that they remain organized and accessible in the drive.

General Meeting

- Next meeting is 4/30, 6:30p at Fumo Library
 - Solar Philly
 - Police District Advisory Council is partnering for another family game night
 - Patti will confirm with Abbe at library that we can use tables in children's section for games.
- Al advocated for a return to monthly general meetings in order to:
 - share important information in a timely manner (e.g. property tax changes)
 - keeping the meetings in a consistent location
 - Advertising the meetings more
 - Social media
 - Email blast for meeting reminders 1-2 weeks before
 - Happy Hours could continue every other month

Outreach/Social Media

- Chris N. raised the need for a more coordinated social media approach.
 - Previously, we discussed establishing a shared running list of posts
 - Chris D. has expressed general interest in outreach
 - Chris N. will follow up with Meg, Eve, and Todd to coordinate and explore options.
- Holiday Party
 - Al expressed desire to see event move back to OLOH gym, as the space is more conducive to a family-friendly, community-building event. This was supported by other board members.

Philadelphia Crosstown Coalition

- PCC collecting information from civics to help facilitate setting up an umbrella insurance policy. It may be more expensive than our current policy, but multiple board members expressed support for participating in order to support the general mission and provide LoMo with additional support and protection.
- Colleen will follow up with Fran to get necessary information to PCC

Neighborhood Regrants

- Need to find/revise/recreate form and paperwork for this process - volunteer?
 - Also need to have a clearer process for accepting applications and sharing them with the board for decision-making.



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SPHS Park

There doesn't seem to be any progress on city acquiring lease and moving forward with park.

- Patti will email Miguel, and AI will email Councilman Squilla to inquire about progress.

SPHS Gardens

- Raised beds are down, thanks to local fire station.
- Philadelphia Orchard Project will be back next Saturday, 5/26 to continue planting.

Recycling Bins

- Barb has been coordinating with neighbors to pick up bins. There are 11 left.
- LoMo is one of only 2 South Philly community sites for neighbors to receive bins.

Meeting Format

- Josh proposes that we use a more formal structure for board meeting agendas and notes.
 - Colleen mentions that LoMo previously followed Roberts Rules of Order.
 - Josh will identify and share a sample structure.