



LTNA Board Meeting

Meeting Minutes

9 October 2018

Jordan Home ~ 625 NE 16th St

Board Members Attending: Samonia Byford; Aaron Corbett; Jeanell Jordan; Brittany Leemaster; Laura Stone; Hannah Sutter; Matt Wade

- I. Called to order at 6:21 p.m. Quorum was established.
- II. Minutes from the 11 September 2018 meeting were provided. Brittany Leemaster moved to approve as submitted, Aaron Corbett seconded, and the motion was passed by voice vote with none dissenting.
 - a. As the previous Secretary resigned due to a conflict, Samonia Byford offered to fill in as Interim Secretary until the Board Officer & Member election in December. Aaron Corbett moved to accept her in this position, Hannah Sutter seconded, and the motion was passed by voice vote, with none dissenting.
- III. No Treasurer's report due to lack of statements. See New Business.
- IV. Committees
 - a. Social – Brittany Leemaster
 - i. Ladies of Lincoln Terrace will meet at Samonia Byford's 636 NE 14th Street on Tuesday, 16 October at 6 p.m. for 'Ghouls Night Out'. Costumes encouraged, but not required.
 - ii. Fall Fest will be at the Smiths' 632 NE 15th Street on Sunday, 21 October at 3 p.m. for General Meeting and then main events at 3:30 p.m. Pumpkin Painting will be for a recommended \$10 donation, and there will activities (piñata, yard games, etc), plus light bites donated by Mickey Mantle's. There will be a raffle for a night out in OKC. Save the Dates for the Holiday Party will be handed out, and information about the Winter Wonderland.
 - iii. Holiday Party will be at Mary Ellen Meredith's 623 Culbertson Drive on Saturday, 1 December at 6 p.m. Have a raffle, dues collecting, eats and drinks, and a General Meeting, including voting on officers and board members for 2019.
 - iv. Winter Wonderland will be on Saturday, 8 December from 6 to 9 p.m. Base will be at the OU Faculty House 601 NE 14th Street (including Santa photos), and there will be five main houses with stops for activities (music, warm drinks, etc.). Sponsorship forms have been developed ranging from \$2,500 to \$200. Seeking lighting professionals giving discounts in exchange for signage advertising them.
 - b. Communications – Samonia Byford
 - i. Sought four more Block Captains

- ii. Sought news items for December newsletter
 - c. Beautification – Matt Wade
 - i. Holding off on clean up days due to weather
 - ii. Will give Communications the Yard of the Month duties through the end of the year
 - d. Nominating – Laura Stone
 - i. Contacting potential new board members
 - ii. Still going through list of current members whose term is up to see if they would like to run again
 - iii. Constructing officers list
- V. New Business
 - a. Bank Account
 - i. Received two overdraft, one insufficient funds notices. Bank can not disclose information to President Laura Stone until she is officially added to the account. Need to also add current Treasurer Mark Smith, remove former Treasurers Dustin Murer and Paul Ryckbost, and maintain Samonia Byford as Secretary. Aaron Corbett moved to make these changes to the authorized signers on the bank account, Hannah Sutter seconded, and the motion passed by voice vote with none dissenting.
 - ii. When the bank account has been investigated, and appropriate actions taken, Laura Stone will move it to paperless statements going to a Lincoln Terrace e’mail account to be passed down from Treasurer to Treasurer.
 - iii. There will be a guide written for new Board Presidents for how to notify bank of officer changes, as well as Neighborhood Alliance, etc.
 - b. Group Me
 - i. In an effort to clear up board communication, board will start using GroupMe app rather than NextDoor. Board members not at this meeting will be notified before they are added to the app by Communications.
- VI. Old Business
 - a. Good Neighbors Awards Banquet
 - i. As we have already voted to purchase a table, it was decided to go ahead with this, assuming we have the bank account situation straightened out in time to pay Neighborhood Alliance. Attending will be: Laura Stone, Jeremiah Jordan, Jeanell Jordan, Samonia Byford, Matt Wade, Jeff Wade, Brittany Leemaster, Kyle Leemaster. If anyone is not able to attend, Laura to be notified to find replacements.
- VII. Next Meeting – 13 November 2018 – Aaron Corbett’s – 608 NE 18th Street.
- VIII. With no other business before it, the Board moved to adjourn officially at 7:19 p.m.

Respectfully Submitted,

Samonia Byford, Interim Secretary/Communications Co-Chair
9 October 2018