

# COUNCIL OF NEIGHBORHOOD ASSOCIATIONS

7:00 P.M. March 16, 2005,  
Hooker Conference City Hall Building

AGENDA – Time Estimate: 1 hour 20 minutes

1. Approval of Meeting Minutes from February 16, 2004
2. Treasurer's Report – Carol Walter
3. Planning Committee Report – Jack Baker
4. ORDINANCE OF THE MONTH:  
Neighborhood Preservation Ordinance – Mark Hooker  
[www.city.west-lafayette.in.us/government/minutes/ord17-01.htm](http://www.city.west-lafayette.in.us/government/minutes/ord17-01.htm)
5. Executive Director's Report – Ange Cahoon (see attached)
6. Membership Committee Report– Craig Harvey
  - a. Poster Contest Update
7. East Side Neighborhood Association – Eastside Neighborhood Rep & Mark Hooker
  - a. Request for Grant funding – tabled at February meeting.
8. Public Relations, Branding and Advertising – Mark Hooker
9. Proposed By Law Revisions – David Walter/Craig Harvey
  - a. Election of members to Executive Committee
  - b. Term limits for Executive Committee members
10. Adjournment

## Upcoming CONA Meetings

Planning Committee: March 30 at Noon in Kelly Conference Room  
Executive Committee: April 13 at 5:30 PM at Fairview Methodist Church  
Next CONA meeting: April 20 at 7:00 PM in McCloskey Conference Room  
(Will need volunteer to take meeting minutes)

**SAVE THE DATE!!**  
**RNNC – September 15-17 MUNCIE!**

THANK YOU to CONA 2005 Dues Paying Member Associations!  
(Renewed or joined in February/March)

- Elm Heights Neighborhood Assoc.
- Highland Village Neighborhood Assoc.
- Broadview Neighborhood Assoc.
- Hyde Park Village Neighborhood Assoc.
- Old Downtown Northeast Neighborhood Assoc.
- Bryan Park Neighborhood Assoc.
- Longwood- Devon Neighborhood Assoc.
- McDoel Gardens Neighborhood Assoc.

**Council of Neighborhood Associations  
Balance Sheet  
As of December 31, 2004**

	<u>Dec 31, 04</u>	<u>Jan 31, 05</u>	<u>Feb 28, 05</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Checking	779.03	2,848.21	2,647.29
Savings	15,892.26	15,904.84	15,909.72
<b>Total Checking/Savings</b>	<u>16,671.29</u>	<u>18,753.05</u>	<u>18,557.01</u>
<b>Other Current Assets</b>			
Inventory Asset	-1,187.50	-1,187.50	-1,187.50
<b>Total Other Current Assets</b>	<u>-1,187.50</u>	<u>-1,187.50</u>	<u>-1,187.50</u>
<b>Total Current Assets</b>	<u>15,483.79</u>	<u>17,565.55</u>	<u>17,369.51</u>
<b>TOTAL ASSETS</b>	<u>15,483.79</u>	<u>17,565.55</u>	<u>17,369.51</u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
Art Walk & Sale	-36.00	-36.00	-36.00
Mc Doel Gardens Bench Project	1,700.10	1,700.10	1,700.10
Bryan Park	290.83	290.83	290.83
CAPE	5,596.94	5,388.94	5,388.94
HAND	300.00	3,721.60	3,721.60
Waterman	251.87	251.87	251.87
<b>Total Other Current Liabilities</b>	<u>8,103.74</u>	<u>11,315.34</u>	<u>11,315.34</u>
<b>Total Current Liabilities</b>	<u>8,103.74</u>	<u>11,315.34</u>	<u>11,315.34</u>
<b>Total Liabilities</b>	8,103.74	11,315.34	11,315.34
<b>Equity</b>			
Opening Bal Equity	2,157.75	2,157.75	2,157.75
Retained Earnings	6,989.73	5,222.30	5,222.30
Net Income	-1,767.43	-1,129.84	-1,325.88
<b>Total Equity</b>	<u>7,380.05</u>	<u>6,250.21</u>	<u>6,054.17</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>15,483.79</u>	<u>17,565.55</u>	<u>17,369.51</u>

**Minutes of CONA Meeting**  
**7:00 p.m., March 16, 2005**  
**City Hall Building**  
**Bloomington, Indiana**

**Board Members Present:**

6 <sup>th</sup> & Ritter - David Walter	Sunny Slopes – Craig Harvey
Southampton – Richard Carr	Elm Heights – Kathie Holland
Eastside – Mark Hooker	Eastside – Molly O'Donnell
McDoel Gardens – Jack Baker	Eastside – Teresa Grossi
Hoosier Acres - Fran Moore	Sycamore Knolls - Shirley Davies
Prospect Hill - Cynthia Bretheim	Bryan Park – Barre Klapper
Bryan Park – Jon Lawrence	Arden Place – Kathy Berry

Ange Cahoon – CONA Executive Director

**Business Meeting**

1. The minutes from the February 16, 2005 meeting were approved
2. David Walter reviewed the Treasurer's report. The year's end statement indicates Assets of \$17,369.51 with Liabilities of \$11,315.34 for a total equity of \$6,054.17. David said that Carol Walter had taken a new position with an out-of-town company and therefore is asking for a volunteer to take over the Treasurer's position.
3. Jack Baker discussed upcoming activities of the Planning Committee for the next year. The Downtown Plan has been subtitled "Vision and Infill Strategy" which includes some design guidelines for new construction. The Plan will become part of the GPP when it is adopted. The 20/25 Transportation Plan is also being updated. This will outline future improvements to streets, roadways, parking and pedestrian/bicycle paths throughout the city. Finally, Jack Baker represents CONA on a steering committee that is performing a preliminary review of the new Zoning Ordinance. Jack is asking that people contact him with suggestions so that he can "fit" the suggestions into the proper document.
4. Mark Hooker presented information on an existing rental ordinance in West Lafayette, Indiana that is designed to preserve neighborhood character. It has requirements for identifying the maximum number of renters by the main entrance and including this information when advertising the property. The ordinance requires that rental inspection fees have to be sufficient to cover the cost of inspections. There is a system of fines and provision for revoking of the rental permit if too many violations occur over a year.

Mark believes that this ordinance should be studied thoroughly and that it would be beneficial to have representatives from West Lafayette discuss the ordinance with City of Bloomington officials. Mark made a motion that CONA support this initiative, but it died for lack of a second. Jack Baker suggested that Mark compare the West Lafayette ordinance to the City of Bloomington Municipal Code. The Planning Committee will take this information to Tom Micuda to

discuss the issues and find out what can be done to modify the existing ordinances. The Planning Committee meets with Tom Micuda later this month and will make a report of findings at the April CONA Board meeting. This had the support of the Board.

5. Ange Cahoon reviewed the Director's Report. She announced that the Sycamore Land Trust will have a Garden Show in April and she needs volunteers to hand out information about CONA. Membership dues have been received for 16 neighborhood associations so far. Bloomington South High School is looking for volunteer opportunities for community service hours -- interested Board members may contact BSHS by April 1. She attended a class about Legal Issues On Non-Profits. There were several items discussed, but one important item is that for CONA to comply with IRS rules for non-profits, member neighborhood associations must have a proper definition of members in their by-laws. She also said that the goal for fundraising is now \$860 in cash donations to meet IRS guidelines.
6. Craig Harvey said that he received 15 entries for the Poster Contest from MCCSC school children. The children will be encouraged to create a poster illustrating their neighborhood. He said that one application wanted to present a tapestry or quilt in fabric. The final results are due in May for voting at the BloomingNeighborhood celebration.
7. Molly O'Donnell reported that Eastside Neighborhood Association had received the necessary donations for the match to a grant from the city and that the neighborhood no longer needed funding from CONA for their brochures. The motion to provide this funding was tabled at the last meeting, so the motion was withdrawn from consideration.
8. Mark Hooker attended a class in PR/Branding last month that was taught by a member of Hirons and Company. Part of the coursework was to prepare an action plan for advertising. Mark wrote this plan for CONA with recommendations to revive the CONA newsletter, prepare reports on Board actions or news releases, and distribute them to the media on CD's or DVD's. Mark thought that the course was very interesting; he thanked CONA for sponsoring him and said that he will work to implement these suggestions.
9. David Walter handed out copies of the By-laws with revisions for the Board members to review. David explained that the Executive Committee at the retreat went over the By-laws and made suggestions for changes. This month, the Board needs to review the process for election of members to the Executive Committee and how to handle vacancies. Craig Harvey went over the existing procedures of having a Nominating Committee to screen applicants and having elections in the summer. After discussion, Craig Harvey made a motion to 1) eliminate the Nominating Committee and just have nominations to the Executive Committee due by August, 2) move the date of elections to the September CONA Board meeting, and 3) if there is no competition for elected offices, have the slate of Executive Committee members elected up or down. The motion was seconded by Richard Carr and the motion passed by voice vote.

There being no further business, the meeting adjourned at 8:35 P. M.