OEVA BOARD MINUTES OF 2/9/2022

1. Introductions and Attendance

Directors Present: Les Bernstein, John Majka, Leslie Brown, Robert Reil (President), Kathi Obendorfer (Vice President), Joyce Colmar (Treasurer), Jim Schepers (Secretary)

Directors Absent: None

Public: Susana Jimenez (Media Committee Chair)

Meeting called to order at: The President called the meeting to order at 4:08 p.m.,

Approval of Minutes... Kathi made a motion to accept the resignation of Todd Tracy as Treasurer and Secretary. 2nd by Leslie passed unanimously. Kathi then made motion to approve the appointment of Joyce Colmar as Treasurer and Jim Schepers as Secretary and both as Directors to the Board. 2nd by Leslie and passed unanimously.

Leslie then made a motion to approve the Minutes of 1/6/2022 Regular Board Meeting, and the minutes of the Annual Board of Directors Meeting and the minutes of the Annual Meeting subject to correction that she was appointed and not elected to the Board of Directors. 2nd by Joyce and passed unanimously.

2. Officer Reports

President Report: Robert Reil – There was a meeting with Kathleen Callahan and Doug Izzo of the Englewood Chamber of Commerce. This was a meeting that the President was invited to as an extension of an ongoing casual conversation with Kathleen as they seem to have the same habit of being at Joe Maxx Coffee on weekends at the same time. Kathleen shared a bit of her desire to focus her tenure at the Chamber as president on UNITY". Unity is about getting the area non-profits on the same page and start communicating. It was discussed that there was potential for the Chamber to be part of the Merchants Committee and she provided a little bit of an overview of some of the obstacles on the street.

Discussion resulted about the President's Report with the Chamber of Commerce on 2/2/2022. Various opinions were expressed about the meeting that occurred and any other future meetings. It was agreed to notify the Board of any future meetings.

Vice President Report: Kathi Obendorfer - Will be covered in Membership

Treasurer Report: Joyce Colmar – Joyce reported she now has possession of the check book.

Secretary Report: Jim Schepers – Reported that the Federal Form 990-N filed with IRS. Unapproved minutes of email meeting accepting resignation of Todd Tracy not needed as this was covered under the previous Approval of Minutes. Jim reported on the Annual Corporate Filing needed by State of Florida. Discussion resulted about who should be the Registered Agent. Currently it is attorney Bret Clark.

Kathi made a motion that the Secretary should be the Registered Agent for the organization, currently held by Jim Schepers. 2nd by Leslie and passed unanimously.

3. Committee Reports

Required Committees

Executive Committee: Chaired by Robert Reil: Discussion about what exactly makes the Executive Committee different from the Board is important to understand by both member and non-members on the board. Some discussion is necessary.

a. When does it meet?
b. When does it exclude the board?

Item tabled for future agenda item.

Finance Committee: Chaired by Joyce Colmar: Previous Treasurer report.

Governance Committee: Chaired by Robert Reil. Several areas need growth in the By-laws and P&P.

a. More detail in Resignation.
b. Where to put the By-laws and P & P.
c. How long can an officer hold office? It says 3 years but does not consider when elected to finish out a vacated term of office.
d. d. More to follow in future meetings.

Membership Committee: Chaired by Kathi Obendorfer. Kathi talked about her vision of the Membership Committee. She started the discussion with the question, What is membership? Les spoke about some history of membership into OEVA. Joyce added some more history of the organization and the membership.

Kathi's main goal is to create "value" and drive business to merchants and business owners. She sees the need for a budget to accomplish the goals of the Membership Committee.

Further discussion ensued and it was decided that Leslie Brown, (Marketing), Susana Jimenez, (Media), and Kathi Obendorfer, (Membership), would meet Friday, 2/11/2022 to discuss the issue further.

Other Committees

Arts Committee: Chaired by (None).

Beautification Committee: Chaired by (None).

Citizen's Patrol Committee: Chaired by John Majka; John has contacted the Sheriff's Department and hand conversations with them about coming to meetings and talking about various community subjects. He will work on developing further and deeper relationship with them.

Englewood Arts District: Chaired by Evelyn Dales.

Events Committee: Chaired by Les Bernstein. Les stated that the ribbon cutting ceremony for the plaza would be held 5/18/2022. (Corrected to 5/20/2022 by CRA 3/7/2022 Meeting). Almost all weekends are booked for remainder of 2022 season. Les believes a review process is needed for events. Many groups feel they are "grandfathered" for events. Joyce expressed her opinion that "grandfathering" is not a reason for an event, and we should not use the term. Les wishes to visit with the County counsel about county events.

Les had information about the car show on Dearborn Street and suggested we sponsor the event. After some discussion and history of the event, Kathi made a motion to sponsor and 2nd by Leslie. The motion passed unanimously.

The next item of business was about the sculpture garden and sponsorship of it. Kathi made a motion to sponsor up to $1000 for the garden. 2nd by John. Passed unanimously.

Question about OEVA phone number for events was brought up. It was decided that Les would be the contact number for now.

Discussion concerning the insurance policy came up. Kathi made a motion to include all current directors be added to the policy. 2nd by John Majka. Passed unanimously.

Discussion occurred about volunteer members serving at events. It was decided to add a disclaimer to the Volunteer application process on the website.

Government Relations Committee: Chaired by Les Bernstein.

IT Committee: Chaired by Robert Reil: Website development has been slow lately as Chamira has COVID in Sri Lanka. The membership renewal bug found during preparation for the annual meeting is as follow.

There was a glitch in the settings for email. The reminder emails did not leave the application. To send them out again we need to complete the installation and integration of Community Builder (CB).

CB (the tool to merge all user databases) has successfully completed being tested in the development environment. Installation on the production site is underway

Simultaneous development of Web and Mobile version of the website. It used to be totally manual and often forgotten to do the Mobile version after an update. Now they are automatically done.

The business members that did not have representation on the website but paid for it have been contacted and information requested. Chamira will create their page manually in the interim as it was only two. Leslie Brown and Brad from Off the Wave. It will go to automatic like the Artist accounts are after getting CB running and setting it up with PayPal the bringing Artist accounts to CB.

Businesses are now in a rotation on the home page and show one business every time the website comes up.

Membership status is now part of the user's login experience. This lets them know when their renewal is due plus upgrade opportunities. All of this is on the Right navigation column.

MICROSOFT 365- Jim has successfully onboarded 365 as a guest user. We are documenting and identifying gaps in functionally in order to make an easy transition or the rest of the users.

Rob has an open ticket with Microsoft, and they are assisting him in developing an onboarding plan to minimize expenses and enable roles to be filled and vacated with creating a loss of momentum as related to data availability.

Training documentation, onboarding and team environments continue to be developed. He would say 80% towards production where we can all log in and use the tools to collaborate and have web conferencing. I really want to use web conferencing for future meetings.

Marketing Committee: Chaired by Leslie Brown: Kathi, Leslie and Susana will meet on Friday.

Media Committee: Chaired by Susana Jimenez: Kathi , Leslie and she will meet on Friday. They will develop a consistent message for Membership, Marketing and Media.

Merchandising Committee: Chaired by (None).

Merchants Committee: Chaired by (None).

4. Old Business:

a. Murals on Dearborn- Les called 8 people about being artists for the murals. No solid interest. Tabled for now.
b. 501 c(3) tabled for now.

5. New Business

a. By-laws and Policy and Procedures placed on www.Sunbiz.org

   Kathi made a motion to post the By-laws and P&P on Sunbiz. 2nd by Les and passed unanimously.

b. OEVA Goals for 2022 (Chamber Update)

   This item will be moved to next month and updated with information from the meeting of Membership, Marketing, & Media.

c. Board positions 8 & 9
d. Kathi made a motion to establish seats 8 & 9 on the board. 2nd by Leslie and passed unanimously. Leslie then made a motion to appoint Elaine Miller to fill seat 8. 2nd by Kathi and passed unanimously.

6. Announcements:

Decided that 2nd Wednesday of the month at 4.pm. works for Regular Board Meetings. Locations will be investigated and decided prior to next month meeting on 3/9/2022.

7. Motion to Adjourn:

Made by __Kathi Obendorfer_____,

Seconded by __John Majka_____,

Time of adjournment was __:6:45 p.m.__ am/pm.

(Process note: the approved minutes will be dated, scanned, and saved on-line as the official record.)

Minutes were adopted and authorized by the board on 3/9/2022 James Acheson

If not dated then these minutes shall not be considered approved and only a draft. Upon dating they were approved by the board of directors as stated in the minutes of that meeting.