

Highland Park Neighborhood Association

Board Meeting – December 15, 2021

In Attendance	Absent
Bob Thompson, Chairperson Roger Ramsey, Treasurer Mike Thompson, Sector Leader (South) Larry O’Heron, At Large Stacey Bershod, Sector Leader (North) Kiersten Shinrock Blankley, Secretary	Roxanne Townsend, At Large

Minutes

1. Administrative Items:
 - a. Treasurer’s report
 - i. Balance \$10,938.67
 - ii. Income Statement
 1. Most money came in for Historic District fundraising
 2. Membership \$150
 3. Total for the month of November \$1,305
 - iii. Why do we have a balance in our PayPal account
 1. Haven't transferred that yet to our bank account
 2. The numbers are reflected in the financial statements but just live with PayPal instead of the Genesee Co-o
2. No open actions
3. Active Projects:
 - a. 501c3 By-Laws
 - i. Changes from past meetings incorporated
 - ii. Date in the by-laws from the HPNA website keep it more broad to 2007 instead of the date from the website unless we find the minutes from that meeting that it was agreed upon
 - iii. Boundaries are consistent with what the City of Rochester has too
 - iv. We must act in the best interest of the neighborhood and represent everyone but cannot take political positions as a 501c3 with candidates, political parties, and movements
 - v. Membership
 1. Voting members have to register with the secretary to vote but it doesn't clarify who can register. So we should live in HPNA.
 2. How do we serve businesses vs residents?
 - a. Is there a residential association vs business association distinction. Where do landlords fall?
 - b. Should we limit it to just residents? A voting member also needs to meet the requirements of the membership. So a landlord living in HPNA would also be a voting member. But a landlord living outside of HPNA would be a supporting member.
 3. In the event we have a statement allowing for accommodations to call a vote of the board if unforeseen challenges arise in the future.
 - vi. Elections and Terms of Office
 1. Clarified term limits
 2. Staggered elections so that positions are not all terming out at the same time
 - vii. Board of Directors

1. Descriptions of roles are consistent with the HPNA website
 2. How can we ensure a succession plan? Clarify this in the by-laws
 3. Ensure there is direction given in terms of how vacant board positions are handled and covered until filled
- viii. Meetings
1. With prior notification if a member wanted to attend the meeting as a 501c3 they could do so
 2. Annual Business Meeting simplified to combine with an annual/biannual members meeting
- ix. Quorum and Voting
1. Can only count the number of people on the board. If the board is made up of 10 people. Clarify half of serving board members.
- x. General Provisions
1. Expenditures - should increase the amount to \$300 for the Chairperson or Treasurer before needing to go to the board for approval
 2. Indemnification - Does our insurance policy cover the board? Yes but we do not have Board of Directors Liability Insurance. This is insurance we can purchase if necessary which would cover board members if the board was sued.
 3. Conflict of Interest - statement came from NY state site
 4. Should we have a privacy policy?
 - a. Would it be a separate stand alone document for the Board of Directors? Let's table this for next month's meeting.
 - b. Personal email for board members to preserve communication with the position vs personal emails in use where the information is not saved or captured by the positional email.
- xi. Motion to pass the by-laws '
1. Kiersten motioned to ratify the by-laws
 2. Mike second
 3. Unanimously passed with present members and quorum
- b. Historic Districts (Roxanne, Stacey)
- i. No updates to report
 - ii. Ellwanger Barry is live and applications are being accepted by the state for the tax credits
 - iii. Application must be submitted to the state to apply pending their approval to be eligible for the credit.
 - iv. A neighbor has successfully completed this process
- c. Zoning Re-write (Bob)
- i. Update – Leadership in Zoning and for ZAP project
 - ii. Pushed to 2023 but hoping for public meetings in mid 2022
 - iii. Bob will update as there is news

4. New Projects

- a. Board Membership
 - i. Talk about recruitment for the next meeting.
- b. "History Trail" – contact Michael Tomb for archive of street histories
 - i. Follow up with requests for information and copies of street histories and not gotten responses but will follow up

- c. PacTac participation update – (Larry)
 - i. After the PCIC board Larry sends summary notes after meeting
 - ii. Police officer for walking tour will take place after the holidays
 - iii. HPNA and Swillburg will be the first to walk PacTac in a while and the rejuvenation of the program is with us kicking off these efforts again

5. Updates from other groups

- a. NBN6
 - i. Redistricting issues
 - 1. Closed door meetings and limited public input or opportunities
 - 2. Write the Monroe County Legislature along with Adam Bello and express discontent because the vote is Friday at 5pm. There will not be any last minute changes and will come down to Bello veto to push into next year.
- b. PCIC Meeting for Sectors 6/7 (Dec, 2021)
 - i.
- c. City Presidents Meeting – Dec, 2021