

Short North Civic Association Minutes

March 3, 2024,

1:00pm on Zoom

Attendance: Jack Decker, Bob Stern, Jared Cape, Chuck Fairbanks, Marc Conte, Caroline Stinziano

1. Welcome
2. Approval of Minutes
   1. [Meeting Minutes for 2-1-24](https://docs.google.com/document/d/1XtckgOkq63H8Cp0gFjxb8xUp7zcDoX4q/edit?usp=sharing&ouid=109445414038853671308&rtpof=true&sd=true) and [Board Meeting Minutes for 2-11-24](https://docs.google.com/document/d/1ETr4bFQOFCLGR0FRZfEC3i-hlAQoPZbq/edit?usp=sharing&ouid=109445414038853671308&rtpof=true&sd=true)
      1. Jared made a motion to approve
      2. Caroline seconded
      3. Unanimous approval
3. Bylaws
   1. It was decided that fiscal bylaw changes are not needed immediately.
4. Bookkeeping
   1. Bob extended a big thank you to Jeff for reconciling our books. Jeff found $2,210 in savings and uncollected receivables as well as an additional $400 in annual savings. Bob presented a compensation package of $360 for reconciliation of our records and an agreement to hire him for two years at $60 a month rate totaling $1,440 over the two-years.
   2. Bob made a motion to pay Jeff Smith $360 for work already performed and contract Jeff for two years at $60 a month rate totaling $1,440 over the two-years.
      1. Chuck seconded
      2. Unanimous Approval
5. Financials
   1. Bob shared [financial statements for CY 22 and CY 23](https://drive.google.com/file/d/1eY7ocPnUCzgDWyMkzxvv6zCZJu4Ym4dd/view?usp=sharing). He highlighted the importance of the Tour. Bob brought up the budgeting process. Bob will work with the financial committee to build an annual budget and analyze cash flow.
6. Credit & Debit Cards
   1. As a result of Jim’s resignation, Bob worked with Jeff and Chase Bank to change signature authority to Jack, Jeff, and Bob. New credit/debit cards are issued to each Jack, Bob, Jeff, and Caroline. Bob has drafted a credit card policy. The group discussed several changes.
   2. Jared made a motion to approve [Bob’s credit card policy plan as amended](https://docs.google.com/document/d/1KSyYkBMKleitojQvpUtGhowJLt0DSsZY/edit?usp=drive_link&ouid=109445414038853671308&rtpof=true&sd=true).
      1. Chuck seconds
      2. Unanimous approval
7. Investments
   1. On Wednesday, February 28, Bob and Jeff invested $20,000, from our savings account, in two-month CD’s paying 4.4% interest. The savings account paid just over 1%. Bob and Jeff are investigating options for the $58,000 in our money market investments.
8. Reimbursement Policy
   1. Bob presented a reimbursement policy. The group discussed several changes.
   2. Jared made a motion to approve [Bob’s reimbursement policy as amended](https://docs.google.com/document/d/1UOr44zMFDRxbTKAoJcKVOP6A9jOehKjz/edit?usp=sharing&ouid=109445414038853671308&rtpof=true&sd=true).
      1. Caroline seconded
      2. Unanimous approval
9. President’s Report
   1. Besty Pandora will be at our meeting this next week to discuss the [SNA Market and Consumer Study](https://shortnorth.org/wp-content/uploads/2024/02/Media-Deck-SNA-Market-and-Consumer-Study-Final.pdf).
   2. Jack started a conversation about purchasing a table for the Short North Alliance gala. Last year SNCA paid for the table and offered the tickets at a discount to board members, then committee members, and then opened it up to the rest of the association. The event is Sunday April 28th.
10. Adjournment at 2:20pm