

BBVNA BOARD MEETING NOTES - 2/15/2016

The Board convened at 6:30 pm at the home of Mike Weingarten & Joan Thomas. In absence of an elected President, Mike led the meeting, per agreement in our 1/18/16 Board meeting.

IN ATTENDANCE:

Damian Baca (1st VP),
John Thomas (2nd VP),
Rita Toland (Treasurer),
Mike Weingarten (Secretary),
Richard Roati (Urban Wildlife & Forestry Committee)
Ann Pattison (Historic Designation Committee)
Joan Thomas (Malvern Plaza Committee)
Dick Basye (MCRC Representative)
Margaret Johnson (Ad Hoc By Laws Committee)
Suzie Husband (Welcome Committee)

Guest: Andy Littleton, Pastor, Midtown Church

1) Review Proposal for Howenstine School property:

Andy Littleton, Pastor of Midtown Church, presented the proposal his group is making to TUSD for use of the Howenstine School Property on Tucson Blvd (bordering our neighborhood at Stratford). Their proposal is to create a meeting/working space for local, community-oriented organizations, entrepreneurs, and non-profits. Key elements:

- Midtown Church would be the anchor tenant, manage the space and line up other organizational tenants. If successful, they would hire a site manager. A number of organizations are already willing to participate.
- Their proposal is to rent the space, vs. purchase it. They are competing against other proposals with larger funding amounts that propose to purchase the property, but hope that their community-oriented approach will be desirable to TUSD.
- Space would be for office and business space, but would NOT include retail. (Current zoning prohibits this.)
- If successful, they would be willing to provide meeting space and facilities for use by our neighborhood.
- Specific guidelines for activities at the site have not yet been developed, but their intent is to be "good neighbors". They are willing to work with us in developing those guidelines, to help ensure that activities there would not be intrusive or have a negative impact on our neighborhood.
- Maintenance and upkeep costs appear to be high, and will need to be worked. e.g., utilities seem expensive.

Andy wanted to inform us, and ideally, obtain the neighborhood's endorsement for their project. In discussion, the Board agreed that they could not endorse the project, at least not without action by the full neighborhood. However, we agreed to write a letter of support, indicating that based on the presentation, the project seemed consistent with our neighborhood and appropriate for an adjoining property, especially given their willingness to work with us on activity guidelines. Mike agreed to draft the note on behalf of the Board.

2) Remaining agenda was reviewed.

3) Minutes of the January 18, 2015 meeting were approved.

4) Treasurer's report. A formal report was not presented, but figures have not appreciably changed from last month. Because of the anticipated expenses for historic designation work, Rita proposed redeeming \$6200 from our CD (currently in the amount of about \$11086). The Board agreed.

In addition, Rita presented a draft of an annual budget for 2016. Figures were based on average spending over the past 5 years, as well as anticipated activities. Several changes were made in the draft based on Board discussion, after which the budget was approved. Copy attached. Note that for Historic Designation work, the budget covers only costs of communication to the neighborhood. The actual spending on the historic designation project will be covered by its own budget.

5) Proposed By-Laws Update. Margaret and John T. presented from the proposal materials sent out earlier via email, and the Board reviewed and discussed the document section by section. The proposal was created by the By Laws committee from a combination of our original 1994 By Laws document, sample/recommended By Laws recommendation from the City, and discussion by the committee on the evolving needs of the neighborhood. The Board agreed and accepted the majority of the recommended changes in the By Laws. The few key adjustments recommended by the Board were:

- Article II, Section 1: Clarified that composition of the Board was the elected officers plus the APPOINTED chairpersons of the standing committees; Also, added Malvern Plaza Committee to the list of standing committees.
- Article II, Section 2: Clarified that for Board meetings, a quorum shall be a SIMPLE MAJORITY of its current members.
- Article III, Section 2: Decided that a President must wait at least 3 years after serving 2 consecutive terms before he/she can serve as President again.
- Article V, Section 5: The statement that general meetings are open to the public was eliminated.
- Article VIII, Section 1: Removed reference to Robert's Rules of Order, although it was recognized that we generally already follow these in spirit.

With these modifications, the Board voted and approved the proposed new By Laws to be forwarded to the full neighborhood for final approval. The text of the proposal (copy attached to these minutes) will be published at least 10 days in advance of our March 16 General Meeting, and then will be placed for a vote by the neighborhood at that time.

The Board thanked the Committee members for their excellent work in developing the proposal and the materials that enabled us to clearly see the changes that were being recommended.

6) Historic Designation Update & Proposal: The Board considered the proposal from Chris Evans and agreed in principle that we should pursue it. However, there are several points that Ann will clarify with Chris first, and the proposal will be presented to the General Meeting on March 16 before the contract is actually signed and the up-front retainer paid.

The key points from the Board discussion were as follows:

- Money will be the primary issue in making this happen. We have a total of \$16.2K to start (\$10K from Broadway Village, and \$6.2K from our CD). Initial retainer fee to Chris will be \$7.6K, and that will get the process started, with the remaining \$8.6K of our starting funds likely to be spent in the first month or two of work. It is clear that the neighborhood will need to quickly generate cash in order to keep the process moving.
- Ann has started work on the first of a sequence of communications that will go to neighbors to inform them of the process, and to solicit contributions for the Historic Designation work.
- The committee has agreed to make an initial solicitation of \$100 from each house in the neighborhood. Then, as the process unfolds, and it becomes clearer which houses are likely to qualify as contributing properties, those owners will be solicited for an additional contribution.
- In addition to flyers, the committee plans to use email, NextDoor, our ListServe, and the Newsletter as vehicles to communicate about the status and the needs of the project. We also discussed the idea of having material available for people to read at the Pot Luck, and having individuals serve in the role of "ambassadors" in the neighborhood to help explain, neighbor-to-neighbor, the project, the implications on the neighborhood, and the financial needs to be covered.

7) Nomination of Officers. John Thomas, in his role as 2nd VP, has been starting to consider potential candidates for offices, to be voted in our March 16 Neighborhood Meeting. Suggestions of potential candidates were made in the meeting, and John will follow up with them to determine levels of interest. He will also discuss with existing officers their interest in continuing in their roles, or in seeking election to new roles. Each Board member is encouraged to individually discuss Board opportunities with their neighbors informally, and to forward names of those interested to John.

8) Preparation for the March 16 Neighborhood Meeting. The agenda will be limited to the following topics:

- 1) Nominations and Elections of Officers
 - 2) Treasurer's Report
 - 3) Proposal of New By-Laws
 - 4) Historic Designation Project Proposal
- There will be no visitors or outside speakers at this meeting.
 - Pizza will not be provided this time. We will, however, encourage committees to staff tables to informally discuss activities beginning at 6:30 pm.
 - Rita will lead the meeting.

- John has already contacted Robison School to request the meeting room, and is awaiting final confirmation.
- Once confirmation is received, Richard will ask Barbara O'Brien and Mary Wolff to help put up signs for the meeting around the neighborhood.

9) Newsletter Publication. Rita has been unable to contact Christy Voelkel. We therefore agreed to the following:

- Joan will solicit content from the various authors, per the list below. Articles need to be completed and sent to Joan and Mike by Feb 22.
- Mike will do the layout of the newsletter. John T. will send Mike an example of a past newsletter to use as a formatting template. Mike will complete the layout and will have the completed copy to the printer by Feb 29.
- Joan and/or Rita will arrange pickup and payment at the printers.
- Joan will coordinate the distribution, using identified network of volunteers. Newsletter distribution to be completed by March 4.

Newsletter content and authors will be as follows:

- a. *Dues Report - with explanation of dues increase (Rita)*
- b. *Malvern Plaza Update (Joan)*
- c. *Request for Nominations to the Board (John T)*
- d. *Bylaws Revision Update (Margaret/John T)*
(Agreed that Newsletter would contain only a summary; full text of new Bylaws to be posted on website.)
- e. *Broadway Improvement Project Update (Shirley)*
- f. *Treat Walkway Update, including mural completion and upcoming activities (Richard)*
- g. *BBVN Safe Bike Update & Traffic Walkthrough (Shirley)*
- h. *Historic Designation Update (Ann)*
- i. *Welcome Committee Update (Suzie and team)*
- j. *Math and Physics Bus (John T. / Bruce)*
- k. *MCRC (Dick B.)*

10) Traffic Issues / Result of Walk-through with City Staff. Mike noted the summary information from the January 21 walkthrough with Jesse Soto (City of Tucson Traffic Dept) and Alison Miller (Ward 6 staff). The details were not discussed further in this meeting. However, the Board reaffirmed that neighborhood-funded street improvements were not an option, given the upcoming financial demands of the Historic Designation project.

11) Committee Updates. Due to the lateness of the meeting, most committee updates were passed. However, three committees did provide information:

- a) Neighborhood Social: Potluck social is scheduled for Feb 21, 2-4pm, to be held at the Fabers'.
-Rita will provide the paper goods.

- Suzie, Richard, John T, and Mike will help with setup, beginning at 1 pm, and cleanup at 4 pm.
- Reading copy of material on Historic Designation and the proposed new Bylaws will be made available.

b) MCRC: Dick informed us that the proposal to change the flight path of jets has been denied by D-M. Specific reasons not given.

c) Urban Forestry & Wildlife: Richard informed us of two upcoming events:

- Feb 28, 9am-Noon: Replanting along the Treat Walkway;
- Apr 17, 9am - Noon: Weeding in the median on Eastbourne/Manchester.

Richard also mentioned the need to remove a tree that is down in the arroyo. The Board agreed that the City should be contacted to do that.

NEXT MEETINGS AND LEADERS:

There will be no Board meeting in March, due to the March 16 Neighborhood Meeting.
April meeting will be scheduled and convened by the new incoming President.

The Board adjourned at 9:45 pm.

Respectfully submitted,
Mike Weingarten, BBVNA Secretary

CHARTER
of the
BROADMOOR-BROADWAY VILLAGE NEIGHBORHOOD ASSOCIATION
(this Charter page is unchanged since December 1994)

The Association is formed to promote a pleasant, orderly and secure environment within the neighborhood and to provide a vehicle for communication among the residents in order that they may make informed decisions on pertinent issues. The Association will also promote social events throughout the year to enhance social interactions among the neighbors so that neighbors can meet and become acquainted. Further, the Association will provide an avenue for cooperation with other neighborhoods in matters of mutual interest.

ARTICLE I. NAME and BOUNDARIES

The name of this association shall be the Broadmoor-Broadway Village Neighborhood Association (BBVNA). It shall encompass the area bounded on the north by Broadway Boulevard, on the east by Country Club Road, on the west by Tucson Boulevard and on the south by Winsett.

ARTICLE II. PURPOSE

1. To ensure the preservation of the integrity of the neighborhood and to retain established land use patterns.
2. To maintain and enhance its aesthetic qualities and ensure that it continues to be a quality residential neighborhood.
3. To provide a vehicle for neighborhood planning. This planning shall strive to maintain the existing character of the neighborhood by supporting the development of architecturally compatible buildings and land use.
4. To solicit historic designation for buildings and landmarks for all or part of Broadway Village that qualifies for registry in the City, State and National Register.
5. To prevent high-rise and industrial encroachment or commercial intrusion into the neighborhood.
6. To establish an effective Neighborhood Watch Program.
7. To provide for and encourage desirable neighborhood improvements.
8. To encourage the revitalization and preservation of inner city neighborhoods of Tucson, Arizona, by establishing cooperative alliances with other neighborhood associations.
9. To maintain the commuter arterial designation of Broadway Boulevard and oppose developments that would measurably increase traffic hazards.
10. To promote social interactions among neighborhood residents.
11. To interact with the Mayor and Council and City staff in a productive and positive way.

BYLAWS
of the
BROADMOOR-BROADWAY VILLAGE NEIGHBORHOOD ASSOCIATION
(Proposed March 2016 Revision)

ARTICLE I. MEMBERSHIP, DUES

1. A voting member is a resident 18 years of age or older, or a non-resident owner of a business within the Neighborhood Association boundaries. Such persons shall be entitled to one vote at meetings of the general membership.
2. Each household and business within the Association boundaries is requested to pay annual membership dues. The amount of the dues may be changed from time to time by vote of the membership at a general meeting. Different dues amounts may be established for business owners than for households. Such dues are voluntary and shall not affect members' participation in Association activities, including voting at general meetings.

ARTICLE II. BOARD OF DIRECTORS

1. Composition

The Board shall be composed of six (6) elected officers (President, First Vice-President, Second Vice-President, Secretary, Treasurer, and immediate Past-President) and the appointed chairpersons of the five (5) standing committees (Neighborhood Watch, Historical Designation, Urban Forestry & Wildlife, Welcoming, and Malvern Plaza committees).

In addition, with approval of the elected officers the President may appoint additional persons to the Board in order to address specific needs of the Association.

2. Board Meetings

- a. The Board shall meet when requested to do so by the President. In addition, any four (4) members of the Board may call a special meeting of the Board at any time.
- b. Any member of the Association may attend Board meetings.
- c. A quorum of the Board shall be a simple majority of its current membership.

ARTICLE III. OFFICERS & DUTIES, TERMS OF OFFICE, ELECTIONS, VACANCIES

1. Elected Officers and Duties:

- a. The **President** shall preside at all meetings; act on behalf of the membership of the Association; appoint, with Board approval, chairs of any committees necessary for the operation of the business of the Association; act as official spokesperson of the Association;

and implement the decisions of the Board.

- b. The **First Vice-President** shall, in the absence of the President, assume all the duties of that office. The First Vice-President may also be considered next in line for nomination to the office of President when the incumbent President retires from office.
- c. The **Second Vice-President** shall, in the absence of the First Vice-President, assume all the duties of that office. The Second Vice-President shall also serve as Chairman of the Nominating Committee.
- d. The **Secretary** shall take minutes of all Board and General Membership meetings and keep such minutes as a permanent record of the Association. The Secretary shall maintain other permanent records of the Association, including correspondence and other relevant documents.
- e. The **Treasurer** shall maintain a permanent record of all financial transactions of the Association; provide a current financial report at each general meeting and when requested at Board meetings; and maintain records of membership and dues payments.
- f. The **Past-President** shall provide continuity of information and support to new members of the Board.

2. Terms of Office:

- a. Elective terms of office are one year and shall begin at the close of the Annual Meeting in March.
- b. Except for the President, officers may serve consecutive elective terms without limit. The President shall be limited to serving two consecutive terms, after which time the same individual may not serve as President again until after three (3) years have passed.

3. Elections

- a. Nominations of officers shall be made by the Nominating Committee and/or from the floor at the annual meeting in March.
- b. Election of officers shall be held on the same day as nominations. No member may be elected to more than one office at a time.
- c. Election ballots shall be counted by volunteers from the voting membership who are not nominated for any office.
- d. Written ballots are not required when there is only one nominee per office. In such case, a voice vote of members present will complete the election process.
- e. Outgoing officers will transfer all documents and materials pertaining to their office to the newly-elected officers within fifteen (15) days of the election.

4. Vacancies, Removal from Office

- a. Should the nomination and election process fail to elect a new officer in any year, the remaining elected members of the Board may fill the vacant position on an interim basis by appointing an acting officer from the elected members of the Board. In such circumstance, (1) the prohibition of one individual serving in two officer positions would not apply, and (2) the Past-President could be appointed Acting President without regard to the limitation on consecutive Presidential terms described above.
- b. Any vacancies occurring during the year in any office may be filled by appointment of the President with the approval of the Board. The appointee should be provided all the documents of that office that would normally be provided to a newly-elected officer.
- c. An officer may be removed from office for cause by a majority vote held at a general meeting. A statement as to the grounds for removal shall be distributed to the membership as part of the general meeting notice.

ARTICLE IV. COMMITTEES

The President shall, with the approval of the Board, appoint chairpersons of standing and ad hoc committees as necessary to implement the purposes of the charter, and shall be an ex-officio member of all committees.

1. Standing Committees

Five (5) **standing committees** are established with the following duties:

- a. The **Neighborhood Watch Committee** shall encourage the development of a Neighborhood Watch Program as designated by the City of Tucson Police Department.
- b. The **Historical Designation Committee** shall study and report on all matters involving historic designation and make applications to the appropriate local, state and federal agencies for desired historic designation and zoning.
- c. The **Urban Forestry and Wildlife Committee** shall study and report on matters concerning neighborhood plants, animals, open space and natural waterways as referred to in the BBVNA Plan and Neighborhood Programs Section. The Committee shall foster the cultivation of aesthetically pleasing plants with particular emphasis on non-health threatening and drought resistant species. The Committee shall promote the development of an environment attractive to birds and other desirable native animals.
- d. The **Welcoming Committee** shall contact new residents in the neighborhood, explain the functions of the Association, and invite them to participate in neighborhood activities.
- e. The **Malvern Plaza Committee** shall a) support and facilitate neighborhood-sponsored events and activities that use the plaza; b) monitor the status of the plaza infrastructure, and make recommendations to the board regarding needs for maintenance and/or

improvements; and c) collaborate with the Urban Forestry & Wildlife Committee on the maintenance of vegetation at the plaza.

2. Ad Hoc Committees

The President may establish ad hoc committees from time to time as necessary to meet the needs of the Association. Such committees could be established, for example, to coordinate events, raise funds for Association activities, publicize Association activities on social media, publish the newsletter, manage the Association website and records, nominate persons for elective positions, remove graffiti, recommend revisions to bylaws, review financial records of the Association, and/or coordinate with other associations and organizations, such as with Davis-Monthan Air Force Base.

ARTICLE V. GENERAL MEETINGS OF THE MEMBERSHIP, ANNUAL MEETING, SPECIAL MEETINGS

1. General meetings shall be held at least twice per year, in the months of September and March, at a time and place designated by the President. The March meeting shall be the Annual Meeting of the Association at which elections are held to fill officer positions for the coming year.
2. Additional general meetings may be called at the discretion of the Board.
3. Members of the Association may petition the Board to hold a special meeting at any time. Such petition must be signed by at least fifteen (15) voting members.
4. At least five (5) days' notice shall be provided to the membership in advance of any general meeting, and the voting members present shall constitute a quorum.

ARTICLE VI. FISCAL RESPONSIBILITY

1. The signature of two officers is required to withdraw Association funds.
2. Before a new Treasurer takes office, the financial records of the Association shall be reviewed by a committee of not less than two (2) voting members appointed by the President.
3. All Association-related records of the officers and committees are the property of the Association.

ARTICLE VII. AMENDMENT OF BYLAWS

1. The Bylaws may be amended by a two-thirds (2/3) majority of those present and qualified to vote at a general meeting.
2. A summary of proposed amendments shall be sent to all members of the Association at least ten (10) days in advance of the meeting at which action is to be taken, or shall be read at the

preceding meeting.

ARTICLE VIII. GENERAL

1. If any part of these Bylaws or the application thereof is hereafter held invalid or unenforceable, the remainder shall not be affected thereby, and only the affected portions are declared eliminated.
2. No officer, representative, spokesperson or member shall have any financial liability of the association.

BBVNA Bylaws–Proposed Revisions March2016