**Thousand Oaks Neighborhood Association Board**

**MEETING Minutes**

Wednesday, August 22, 2018 – 7:00 PM – 9:00 PM

Location: Home of Marsey Kahn

Board Members Attending

Mary Bitter, Ted Earle, Marian Heinkel, Sam Ho, Abhishek Joshi, Marsey Kahn

**(Abhishek left at 8:15 PM)**

**Check-In 7:00 PM**

**Adoption of the Agenda**

Marian makes motion to adopt agenda

2nd by Mary

In Favor 6, Against 0, Abstain 0

**Approval of 5/16/2018 Meeting Minutes**

Mary makes motion to adopt agenda

2nd by Marsey

In Favor 6, Against 0, Abstain 0

1. **Committees Update (membership, roles and responsibilities, meetings)**
2. **Crime & Safety – Ted Earl**

* Ted attended The District 9 Public Safety Town Hall meeting
* Setup meeting for Crime and Safety with Police Officer Sean McCarthy
* Spoke about Response Time
* Spoke about Getting to know Local Beat Officer
* Perhaps we can get the Crime Prevention Dept. to speak at our meeting

1. **Park Preservation & Development – Marsey**

* Volunteer Workdays were held June 16 and 23rd 2018
* Trail Completed June 27th 2018
* Grand opening July 1, 2018
* Donor Recognition sign installed July 3, 2018
* Jennifer and Marsey attended San Jose Park Foundation’s Summer Soiree,

honoring Steve and Janet Wozniak. Preview of next year’s event, to be held in Thousand Oaks Park, honoring Thousand Oaks Conservancy Project.

* Received Commendation from Mayor and City Council on August 14 (Jennifer, Marsey, Dave Guthridge and James Reber, Exec. Dir. San Jose Parks Foundation)
* Currently working on plans for October volunteer work day (Next Work day aiming for October 13th or 20th)
* Meeting with PRNS scheduled for September 6th to discuss Oak Management Plan
* Expenses to date have totaled $51,000.00
* Water District property- concerned that they might do something with the land that does not support our Woodland Park area..need to monitor and perhaps get involved to ensure that land is not turned over to City.

1. **Tiny Homes/Bridge Housing- No Official Committee Lead**

* NOTHING TO REPORT
* Additional Comment by Ted Earl:

The 8/8/18 Meeting with Cal Trans about proposed Homeless solutions

was disturbing.

There were 3 council members present, Cal Trans and Jim Beall.

They were talking about spending more money and how dangerous it has been in the homeless areas

1. **Community Events – Marian**

* Pleased with our Picnic in the Park Event and our National Night Out

Event

* Better than expected Turn-out
* City Representatives showed up, Pam Foley, Crime & Prevention Group.
* No concerns about Pricing for Taco Plate- as long as people feel they are getting a value for what they are asking to pay, it should not be a conflict with our 4th of July Fundraiser
* Plans for Upcoming Community Events:

April Easter Egg Hunt

May Neighborhood Garage Sale (2nd Saturday in May)

June Picnic in the Park

July 4th of July Parade

August National Night Out

October Neighborhood Art Walk

November Community Donation Drives (shoes, blankets, coats, etc.)

December Holiday Caroling

1. **4th of July Parade- Marsey**

* Successful/Good Turnout
* Everyone loved the live music- they will be back next year
* Donations total over $2500
* Expenses low due to decreased cost of insurance and band donating sound equip
* Submitted accounting to Abhishek- $4073 in 4th of July Account
* Follow-up meeting scheduled for August 27th.
* Discussion about trying to create excitement for neighborhood Float participation. We need to get our own neighborhood involved.

Float Ideas: Expand definition of a Float (e.g. Walking Floats- Dog walkers “Float”), create an atmosphere of street pride, offer easy ideas for neighbors to consider, etc..

1. **Urban Development –Abhishek**

* Nothing new to report

1. **TONA Business Updates**
2. **Treasury (Abhishek)**
3. Income Statement Report:

**4th of July Account**

Starting Balance $2379.6

Income $2563.0 (Donations)

Expenses $868.62

**Total Balance $4073.98**

**Community Events Account**

Starting Balance $0.00

Income $1562

Expenses $399.13

**Total Balance $1162.87**

**General Funds Account**

Starting Balance $2282.21

Income $0.00

Expenses $218.36

**Total Balance $2063.85**

**TONA Ending Balance: $7,300.70**

2. Basecamp Invoice from Melissa

* Discussion about how much to reimburse Melissa for her payments for Basecamp
* Melissa started it on her own prior to TONA existence
* TONA acknowledged need in November 2017
* TONA decided to stop Basecamp in January 2018
* 3 months payment approved (November, December and January)
* Her Contribution is Acknowledged and Appreciated (TONA is grateful)

* Motion to reimburse Melissa for Basecamp expenses for 3 months made by Marsey,

2nd by Abhishek

In Favor 6, Against 0, Abstain 0

* Clarification: (Motion to reimburse Melissa for Basecamp expenses for 3 months *pending paperwork showing payment by Melissa,* made by Marsey

2nd by Marian

In Favor 6, Against 0, Abstain 0

1. Beautify San Jose Grant (up to $5,000). What need does TO Neighborhood have?

* Sam took action to submit a Grant Application for neighborhood improvements

-Sam requests ideas to be emailed to him

-Marsey will send wording for our Phase Two Woodland Area plan to help explain

what we would do with the money.

-Group decided we liked the idea of paying for grown/established Oak trees for our

Woodland Area

* San Jose Parks has a budget of $100,000 for Thousand Oaks Park (including Woodland Area) for next year. We need to decide what we want them to spend the money on.

Marsey and Jennifer will be meeting with Parks Dept. to go over the Oak Management

Plant to make sure they are using the money efficiently.

**B. Communication (Marian and Abhishek)**

1. Website (Abhishek)

Marian will be providing phot galleries for all of our TONA Events to be posted on

our website

2. Email (Marian)

We have about 350 email addresses, She is updating the list with each event where we

Request or offer signups for TONA emails

* 1. Guidelines for emails from TONA

N/A

1. **District 9 Leadership Group Update (Sam)**

* Celebrate Cambrian Event – 8.26.18

Celebrate Cambrian has been going on for 13 years / once a year

This year will be Sunday August 26th from 11-4

Our Newly formed group (District 9 Leadership Group) will have a table

With brochures,

* Upcoming meetings for District 9 Leadership Group will be:

September 13th (Candidates Night)

November \_\_ (Safety)

January 10th (Election of Officers)

* Come Join us and consider participating and running for office

1. **(Special Agenda Topics)**

**A. Insurance (including Board of Directors) and how to pay (donations, fundraiser, grants?)**

1. UNSCC’s insurance covers only meetings, not events which would need separate policy

What kind of coverage do we get for $200?

Concerns about needing to give advance notice for all meeting dates, location

in order to be covered

Does not cover events

Decision: Does not seem worth it for our situation. Will revisit next year to reevaluate

2. Event Coverage: Marsey was grateful for New Insurance (Better and Cheaper); will go

with Terri Guests Insurance next time as well.

How many Events will we be planning?

Event Insurance Req?

April Easter Egg Hunt Yes ($140)

May Neighborhood Garage Sale (2nd Saturday in May) No

June Picnic in the Park Yes ($140)

July 4th of July Parade Yes ($375)

August National Night Out No

October Neighborhood Art Walk No

November Community Donation Drives (shoes, blankets, coats, etc.) No

December Holiday Caroling

Motion to reevaluate UNSCC’s insurance at a future date and pay the individual Insurance cost per event made by Marian

2nd by Mary

In Favor 6, Against 0, Abstain 0

**IV. Meeting Closure**

1. Additional thoughts/concerns?

N/A

1. Next Meeting(s)?
2. **Board Meetings:**

* Will be changed to the third Wednesday *every other Month* with the Month of

July being skipped for summer vacation (August, October, December,

January, March, May)

1. **General Neighborhood Meetings (Biannual)**

* October and March meeting will be our General Meeting open to all of Thousand

Oaks neighborhood and help in Pearl Library Community Room, if possible

* We need to schedule two General Meetings per year; the first one will be this October.

The second will be in March 2019

* Mary Took the Action to try to reserve the Pearl Library Community room for this

upcoming meeting. Dates preferred are October 2nd or 10th. If they are not

available, then Mary will try Normandin Dealership. They have a room they

have allowed us to use in the past.

* Ideas for Speakers for our General Meetings?

Crime and Safety Contacts from National Night Out

Police Rep

Marsey- Phase 2 of Woodland Area plan

Emergency Preparedness / Earthquake Preparedness-no rep in mind

Don Rocha

Local Fire Fighters

Landscaper with ideas on tips for neighborhood yards

1. **Adjournment:**

Marian makes motion to adjourn

2nd by Mary

In Favor 5, Against 0, Abstain