

Zilker Neighborhood Association Executive Committee Meeting

Meeting Details

Scheduled Time

February 6, 2023 at 7 pm CST

Location

Zoom

Attendees (Committee)

- Gary Hamilton - President
- Bill Bunch - Executive VP
- Patti Amaya - VP Social
- Tanya Payne - VP Communications
- Robin Rather - VP Parks & Env.
- Lydia Zaidman - VP Zoning
- JD Leonard - Treasurer
- Jeff Jack - ANC Delegate

Attendees (Guests)

- Lorraine Atherton

Agenda & Discussion

1. Meeting commenced at 7:05pm
2. Guest/Public Comments
 - a. None
3. Treasurer and Membership report (JD Leonard)
 - a. [Revised draft 2022 income statement](#)
 - b. [Draft 2023 YTD income statement](#)
 - c. Membership Records
 - i. Completed rebuilding from (partial) paper records
 - ii. Received membership list today from Lorraine, which needs to be reconciled further
 - iii. More than 300 members in 2022 (correction 2/13/23: ~240 members in 2022 including some ineligible)
 - iv. JD will draft emails to send to 2022 members encouraging them to renew
 - d. Collecting membership dues in Zeffy

- i. Preferred option for our operations (PayPal, check, cash will remain options)
 - ii. Lydia to review terms of service for any liability concerns
4. Insurance policy
 - a. Discussed insurance application questions and agreed how to proceed
 - b. JD will send updated application to Gary to print, sign, and send to insurance agent
5. Parks & Environment report (Robin Rather)
6. ANC business update (Jeff Jack)
 - a. First meeting in January was poorly attended
 - b. Nothing else to report
7. Zoning Committee update: Brodie Oaks PUD, Bicycle PUD, Statesman PUD, others? (Lydia Zaidman; Lorraine Atherton)
8. Social Committee update/discussion (Patti Amaya)
 - a. Planning celebration for Ann Kitchen, welcome to new council members
9. Communications update/discussion (Tanya Payne)
 - a. Progress and next steps on website(s) and transition(s) on newsletter
 - b. Discussion on new ZNA logo
10. Discussion on how to fill Secretary position
 - a. Plan for Bill to draft bylaw amendment to not require Secretary to be registered agent
11. Discussion on ExCom email communication and voting
 - a. Plan for Bill to draft bylaw amendment to not require unanimous vote of ExCom for email votes
12. Discussion on how to establish communication channels with Mayor Watson and two new council members
13. Use of Google Drive and Google Groups to enhance ExCom communication (JD Leonard)
 - a. ExCom and Friends email group
 - i. JD to invite Lorraine Atherton, David Piper to start
 - b. Ask ZNA group zna@zilkerneighborhood.org
 - i. Add all ExCom to receive emails
 - ii. Promote as best way to contact ZNA if another recipient is not a more obvious choice
14. Next ExCom Meeting – Date/Time, Topics, Location
 - a. March 1, 7pm
15. Meeting adjourned at 8:34pm

Actions

1. Motion to approve January 9, 2023 ExCom minutes
 - a. Passed unanimously

2. Motion to move the 2023 Q1 quarterly meeting (previously rescheduled to Feb 27, 2023) to Monday, March 6, 2023 at the usual time of 6:30pm
 - a. Passed unanimously
3. Motion to approve subscriptions costs for \$26.50/mo for MailChimp (email communication management) \$20/mo for Zapier software that will integrate the accounting system Xero with MailChimp (email management) so that we can instantly know who is a member
 - a. Passed unanimously
4. Motion to approve funding for up to \$2,500 to approve postcard mailers in lieu of printed ZNews
 - a. Passed unanimously
5. Motion to approve funding for up to \$500 + tax to commission a ZNA logo
 - a. Passed with approval of 7 of 8 committee members (Robin left the call prior to the motion)