



## **Minutes of the Meeting of the Board of Directors of the Portsmouth Neighborhood**

November 27, 2007

Meeting at University Park United Methodist Church, 4775 N Lombard.

Present: Jeanne Knepper, Susan Landauer, Matthew Denton, Betty Johnson, Greg Wilhelm, and Renee Jensen Reinhardt.

Absent: Kandy Giles and Lorna Urry.

Guest: Stephen Leiker

1. The October 23, 2007 Minutes were reviewed. Renee clarified that she had abstained for the "Renaming Interstate" vote. Betty made a **motion** to approve the minutes with the correction. Susan seconded the motion. All were in favor. The minutes were approved.
2. The board members discussed the previous duties of the Secretary position and came to a consensus to the duties to be provided going forward. Included in this discussion was the software needs to maintain the PNA website, the listserv and notification of meetings.
3. Lorna Urry has resigned as Treasurer. Clarification needs to be made as to whether she has resigned from the board as well. Betty was nominated as Treasurer and Greg seconded the **motion**. All were in favor. Betty Johnson is the PNA Treasurer.
4. Susan Landauer introduced Stephen to the board members. Susan made a **motion** to nominate Stephen to the board. Greg seconded the motion. Jeanne asked Stephen to tell the board more about himself. The board voted on Susan's motion. All were in favor. Stephen Leiker was appointed to the board.
5. The board clarified that the e-newsletter, Susan's Neighborhood Newsletter, was not associated or an activity of the PNA.
6. The board discussed the process involved when a request to obtain PNA addresses is brought to the board. The board clarified that the sign-in sheets and "Guest" book are public documents. The process for such a request is that anyone is welcome to view the book and sign in sheets and take written copies of such public information while in the presence of the Secretary or board member and at a reasonable time and place and for a reasonable amount of time as available for the board member.
7. Communication and Outreach activities were discussed to encourage more participation at PNA events. Various means of outreach were discussed such as phone calls, emails, flyers, postcards, signs and easles. The board agreed to add a column to the sign-in sheet for participants to request a particular type of notification (i.e., email, phone call, etc.).
8. The board was presented with an update on the annual PNA Holiday Party planning.

9. The board discussed the current status of the Land Use Subcommittee membership and agreed to have the Land Use Subcommittee restructured to a Land Use Representative. This person will attend meetings and update the board. The Land Use Committee Report and builder visit was given by Susan and Jeanne. Discussion was had regarding the board's stance on land use issues for the neighborhood. After much discussion, a **motion** was made to add the words "and to oppose set back variances" to the motion adopted at the meeting of October 23, so that the entire statement would read, "PNA plans to oppose all waivers in the case of lot divisions in circumstances that violate the character of the neighborhood and to oppose set back variances." After considerable discussion and vote of 2-2-1, the item was tabled until the next meeting.

10. A **motion** was made to purchase a zoning book for PNA. After discussion and that the cost would be about \$40 plus postage and handling, a vote was taken (Vote 3-1) and purchase approved.

11. A **motion** was made to adjourn to the next meeting on January 22, 2208. After discussion and noting that the 4th Tuesday of December is December 25, the board unanimously approved the motion and adopted to adjourn to the next meeting in January.

Meeting adjourned at 9pm.

Minutes prepared by Renee Jensen Reinhardt