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**OAKRIDGE NEIGHBORHOOD ASSOCIATION**

**Monthly Board Meeting**

**Tuesday, April 18, 2023, 7:00 P.M.**

**Zoom Meeting**

**Board Meeting Minutes**

**CALL TO ORDER**: 7:05 PM. Approval of the March 21, 2023 Board Meeting Minutes. Jackie Reynolds motioned; Vickie Litton seconded approval of the minutes; motion carried.

Attendees: Billy Ray Thomas, Jackie Reynolds, Vickie Litton, Joan Nichols, Dan Nichols, Cheryl Jones, Jacke Jones, Melanie Busby, Joanne Albright, Oliver Harter, Cecile Labossiere, Veronica Brown-Corbin

**OLD BUSINESS**

* Status of storage bill. Veronica to mail check to reimburse Scott Barnes for the storage unit at the address provided in Scott’s email.
* Status of bundling all software and website information under the ONA umbrella
  + Zoom, Quick Books (finance software), newsletter software, etc.) should use oakridgena.org emails and preferably cloud options.
* Status of PayPal Errors: PayPal has been a problem for memberships because the email associated with the account is incorrect. The email address should also include [*info@oakridgena.org*](mailto:info@oakridgena.org) *and* *oakridgemembership@gmail.com* for membership purposes and tracking the address of the person paying.
* Discussed the need for **additional bank signature and Paypal access**. The President and/or Secretary should also have access to PayPal account (username and password) and bank account signature in case the treasurer is not available. Veronica will support the transfer to the newly elected treasurer and officers.
* Status of password depository. Need to explore password management system and procedure to make it easier for new ONA board members to get pertinent password information.
* Status of Zelle/Venmo: Discussed alternate ways to pay for membership using Zelle/Venmo in addition to PayPal (credit cards), checks, and cash. Cecile volunteered to discuss with Chase bank personnel.

**NEW BUSINESS**

* Speakers for the General Meeting: Billy Ray discussed speakers for the General Meeting on May 25th. Melanie will reach out to Scott Lemay, Garland Mayor. Joan will talk to Dylan Hendricks and Officer Barnes, if necessary.
* Nominating committee update/Report: Vickie said that the nominating committee met and are following up on potential leads. Slate is to be presented at the May Board meeting for approval prior to the General meeting.
* General Membership meeting: In person or via Zoom. Everyone discussed how they would like to have an in-person meeting but any location that is further away from the Oakridge neighborhood would make it difficult to get people to attend the meeting. The decision was made to conduct the meeting via Zoom.

**DIRECTOR REPORTS**

* Treasurer: No update on budget or amount of funds in the ONA account. Joan will send report to Board in a follow-up email. Joan will work with Veronica to get 2023-24 budget together, which is be presented and voted on at the May General Meeting.
* Membership: Cecile will provide a flow chart and procedure which can be put into documents for new board members. Joan asked about the pop-ups for memberships, but Cecile said that they were not productive. In the past, the ONA placed flyers on house doors. Now, flyers are mailed.
* Communication: Cheryl reminded everyone that the next newsletter comes out May 1st, and all articles need to be received by Communications by April 28th. May newsletter has a membership form. Cheryl using Canva as a lower cost cloud option to create the newsletter and also name tags, signs, etc.
* Crime Prevention & Safety: Joan said that the City of Garland has not sent the last two months of crime reports. Joan will reach out to Officer Barnes regarding the status of the reports.
* Environmental: Billy Ray and Jackie walked the communal areas of the neighborhood with David Parrish to get a better understanding of what is involved. The new Environmental Board Member will need to work with and direct the landscaping company. PlatinumScape should be spring planting in April or May. Billy Ray mentioned that 71% of the ONA budget is environmental and should be the priority of the Board in the coming year. Melanie is investigating how the city could assist us with the big median areas along Laurel Oaks and Ridge Oak and looking into vitality grants.
* Events: April 30, 2023, picnic event. Jackie shared plans for the picnic. The Board is to confirm how much money remains in the budget for events/membership. Cecile spent $170.00 from the events/membership budget for member flags. The Event Chair will buy food and drinks for 100 people instead of 150 to save money and avoid waste.
* District Directors: There was nothing new for the District Directors to report.

Adjournment: 9:30pm

Next Board Meeting:

Date: Tuesday, May 16, 2023

Time: 7:00pm

Location: Zoom

Next General Meeting:

Date: Thursday, May 25th, 2023

Time: 7:00pm

Location: Zoom