

# MINUTES

## West Hill Cambridge Council Board Meeting

October 26, 2021

### Call or Order

The meeting was called to order by Mike Scuderi at 6:07 pm via Zoom; all board members present.

### Minutes / Agenda

The Minutes from the August 24, 2021 Board meeting were approved as submitted.

### Budget

Crystal Blanco reviewed the Key Bank statements that will now go to the WHCNC PO Box. Crystal will sign up for paperless account reporting which will save the organization about \$3.00 per month. She asked for clarification on possible communications reimbursements and authorization verification before doing so. Holly will forward copies of minutes where these permissions were granted.

Crystal is working on grant applications and presented information on other possible grants available.

### Communication

Lanae is working on the larger signs and will get those ordered.

Thanks again to Dale Armstrong for his expertise on the website. Encourage others to visit. Holly hopes to come up with other "postings" and perhaps some reporting type additions. Facebook and NextDoor inclusions are encouraged.

Dawn Genzlinger joined the meeting to report on the nature of the I-5 underpass area for bus riders. Holly has created a communication piece to go to multiple jurisdictions; Mike will edit slightly to advise of these new safety issues.

### Future Meetings and Dates

At our November 17 meeting, Election of Officers will be the primary item of business. In addition, Mike will contact PSE to have them come report on winterization and customer services such as utility assistance.

Other ideas discussed for future (2022) presentations included:

- Library services
- Craft ideas
- Parks & Recreation (programs)
- Disaster preparedness

Future Board meeting date include: **December 14.**

### Leadership and Development

Holly will create a list of job descriptions for officers and other possible program positions. This may be a helpful tool in helping members understand the expectation and that there may be a little job for everyone.

### Other

- Mike will contact the Mayor's office to get on the calendar for a Mayor's Neighborhood Walk.

### Adjournment

The meeting adjourned at 7:45 pm.

Submitted by: \_\_\_\_\_  
Holly Isaman

Attested by: \_\_\_\_\_