

MINUTES

West Hill Cambridge Council Board Meeting

March 23, 2022

Call or Order

The meeting was called to order by Mike Scuderi at 6:03 pm via Zoom; Jon Becker absent. Several neighbors also attended and added great input.

Minutes / Agenda

The Minutes from the December 14, 2021 Board meeting were approved as submitted, with one small correction.

Communication

Lanae will move forward with an order for signage with vendor and neighbor Brian Hayashi, for updated yard signs, larger street signs, meeting date/May 18 announcement postcards and any other signage needed. Lanae was asked about the possibility of some kind of give-aways. We will contemplate this.

The board asked for this expenditure to stay within \$1500. Lanae will coordinate with Crystal on quotes and expenditures for bookkeeping purposes as well as future grant application support material. These expenditures may include real and "in-kind" donations.

Dale offered advice on how we might set up the use of videos or little vignettes in promoting the work of the Council and create interest by neighbors. He recommended development of a YouTube account that could imbed into our website. There may be other ways to do this. He will get back to us.

Budget

As above, Crystal is working on the grants for 2021 and 2022 and needs all receipting and future estimates for expenditures.

Event Planning

There was much discussion on the May 18, 6:00 pm event including:

- We will use Glenn Nelson Park and work to secure it early that day. (Holly and Cliff will arrive about 4:00)
- Mike will lead/emcee, welcome dignitaries and share highlights/purpose/direction of the Council's work.
- Secure guests: Mayor Ralph (Mike has secured for 6-7); school principals (Holly will ask); neighboring firemen (Holly)
- Lanae will arrange for food trucks to be present and will let us know once those acknowledgments have been made. We can add to our advertising.
- We will look to secure some doorprizes, etc:
 - ✓ Restaurant gift certificates (Crystal and Holly)
 - ✓ Firetruck present and fire department give-aways for the kids (Holly)
 - ✓ Gift basket (Holly will contact friend in the neighborhood)
 - ✓ Mayor's office will supply some kid give-aways (Holly will also contact the NNO team from Kent)
 - ✓ Balloons (Holly)
 - ✓ Lanae will supply tickets for the door prizes
- We will set up a greeting table for signing in, additional information, etc. Lanae thinks she has a table. Barbara Jackson may oversee this table. Holly will locate others to assist. Holly will supply copies of our WHCNC Job Descriptions to those interested.

May 18 event

Item	Owner
Canopy	
Canopy	
City of Kent Kids supplies	Holly Isaman
Contact Fire Department	Holly Isaman
Contact Food Trucks	Lanae Miller
Contact School Principals	Mike Scuderi
Coolers	
Donate Tickets for door prizes	Lanae Miller
Emcee Event	Mike Scuderi
Gift Card - Circo Circo (2 x \$25)	Crystal Blanco
Giveaways for Greeting Table - refrigerator magnets?	Lanae Miller
Host Activity	
Host Activity	
Membership/Greeting Table	Barbara Jackson to host
Membership/Greeting Table - Supply Table	Lanae Miller
Recruit Door Prizes	Holly Isaman
Table	
Table	
Water	

Future Meetings and Dates

- We will hold a “touch-base” meeting for the event on April 5, 6:00 pm via Zoom.
- Can we plan a neighborhood Clean Up for June 4? Holly will talk with Ande and Yvonne on ideas.
- Future general membership meeting dates include: May 18, July 27, NNO (August 12?), September 28, November 16
- Future Board meeting dates include: April 26 (do we use April 5 in lieu of this?), June 28, August 23, October 25, December 13

Other

- Holly reported on the letter to the City Parks and FWPS re: Evergreen MS playfield for public use.

Adjournment

The meeting adjourned about 7:30 pm.

Submitted by: _____
Holly Isaman

Attested by: _____