

Santa Teresa Foothills Neighborhood Association (STFNA)
Board of Directors Meeting
February 26, 2009

Board members in Attendance:	Absent:
Matt Freeman-President	Ash Kalra--Director
John Hesler-Vice-President	Forrest Williams-Director
Rick Mandel—Treasurer	Nancy Pyle—Director
Lynne Paulson—Recording Secretary	Christine Kukielka--Director
John Cunningham—Secretary	
Eleanor Basa—Director	
Stacie Shih—District 2 Community Outreach Manager and Proxy for Ash Kalra	
Laura Cowen—District 10 Council Assistant and Proxy for Nancy Pyle	

Next STFNA Board Meeting

Thursday March 19 STFNA Board meeting, 6:30pm, Location may be changed from usual location of Southside Community Center. A notice with the location will be sent out later.

Action items

1. John Hesler Provide an update on the Boulder Ridge Golf Course building project.
2. John Cunningham and Matt Freeman—attend Saturday Feb 26 District 2 quarterly meeting.
3. Matt Freeman Send STFNA Board contact information to all STFNA board members
4. John Hesler Send email to Stacie Shih and Laura Cowen regarding funding request by council offices to prepare to open a segment of the Coyote Alamitos Canal trail.
5. Stacie Shih and Laura Cowen Confirm that the joint District 2 and District 10 request for ~\$100K funds related to opening a segment of the Coyote Alamitos Canal trail has been resubmitted.
6. Danielle Spreier Migrate STFNA website to Wild Apricot service
7. Danielle Spreier Check to see if STFNA can be billed electronically for the Wild Apricot service (automated to checking account).
8. STFNA Board Bring list of proposed projects/ events and funding needs to March STFNA Board meeting
9. Stacie Shih and Laura Cowen Check on Council members availability for April 30 STFNA General meeting
10. Rick Mandel Check on availability of Sakamoto School for April 30 General meeting
11. John Hesler Find out results of VEP community project on solar power group discount.
12. Lynne Paulson Continue to track status of project in Santa Teresa Park historic area.
13. John Hesler and Jacqueline Price Incorporate STFNA Board comments in proposed scholarship plan and send out via email for approval vote.
14. Matt Freeman Confirm that Laura and Stacie on are on the STFNA Board group email

Approval of Previous Meeting Minutes

The minutes of the January 22, 2009 STFNA Board meeting were approved unanimously.

Financial Report

Rick Mandel presented the financial report for the time period of January 22- February 25, 2009 (Attachment 1). A detailed spreadsheet tracking the scholarship money was also provided (Attachment 2). The reports were approved unanimously.

Announcements/News from City Council District 2

Stacie Shih, City Council District 2 Community Outreach Manager reported on these items:

- Saturday February 28 there will be a community wide meeting for District 2 residents. The District 2 staff will be introduced. There will be presentations on current projects, the high speed rail and Kaiser. It is planned that these meetings will be held quarterly.
- Saturday April 25 is the Great America Litter Pickup from 8:30am to 12 noon. The district start location will be Oak Grove High School. Breakfast and lunch will be provided.
- Monthly newsletters are being issued. Each issue highlights a different community group. The March issue will highlight STFNA.
- An issue with multiple emails being sent from city departments was identified as an sbcglocal settings issue and it has been resolved.

Announcements/News from City Council District 10

Laura Cowen, District 10 City Council Assistant, provided information on several items:

- There is a monthly District 10 newsletter and the next one will be issued on March 2.
- The District 10 website is being updated.
- April 25 is the date for an Emergency Preparedness Conference. The event will be held from 10am to 4pm at Pioneer High School. See website www.sjdep.org for more information.

Coyote Alamitos Canal Trail

There had previously been a joint request by Forrest Williams and Nancy Pyle for funding of ~\$100K for preparations to open a segment of the Coyote Alamitos Canal Trail. This funding did not gain approval in the previous budget. John Hesler will send an email request to Stacie Shih and Laura Cowen to check with their council offices to find out if this request has been resubmitted as it represents a critical goal of STFNA (Actions Item 4 and 5).

Website Discussion

The STFNA website is currently hosted on webmaster Danielle Spreier's server. This costs approximately \$100/monthly but the expenses were covered by Danielle's business. In the future, business changes will result in the need for STFNA to be on a different server, paid for by STFNA.

Danielle and Matt Freeman previously investigated other options for the STFNA website and identified Wild Apricot as a potential service. Danielle and John Cunningham investigated this further and recommend it. This is a server that has many useful features including:

- A blog where permissions can be set for who can updated specific pages
- More automated tools for sending notices and managing the email list
- Discussion forums

- Ability for individuals to manage their own membership account including options to pay dues with a credit card.

The cost is estimated at about \$100/month. It is possible that we could get local businesses to sponsor the website by purchasing ads.

The board voted unanimously to approve a migration of the STFNA website from the current server to Wild Apricot.

Danielle has a target goal to complete the migration by the first week in April (Action Item 6). This could enable us to announce the new service at the Spring General Association meeting. When setting the service up, it would be useful if they have electronic billing that enables easier payment of the STFNA monthly fees to Wild Apricot (Action Item 7).

Some items to consider in the future include:

- Using the web site services to automate reminder emails for annual membership dues payment
- Possibly setting up options for different membership levels to encourage some participants to donate at a higher level
- Eleanor Basa can provide names of the Group Home managers so we can automate emails to invite them to join STFNA

Potential New Projects and Funding Needs

A number of potential new projects and funding needs were discussed briefly including: BBQ events related to planting and cleanup projects, Creek Cleanups, table at Family Fandango, and a table at Community Fest. Board members are requested to bring a list of projects and identified funding needs to the March Board meeting (Action Item 8).

Santa Teresa Park Historic Site Project News

The proposed Santa Clara Parks Department project for development of a historic area near Curie Drive and San Ignacio Ave. was the subject of a letter from STFNA to the Parks Dept. Planner, Antoinette Romeo. The Parks Dept. responded but did not indicate understanding of or acceptance of STFNA comments. Matt Freeman and Lynne Paulson met with the Parks Dept. Planner, Antoinette Romeo on February 6. Additional information was obtained and summarized in a spreadsheet to allow continued tracking of the responses to our comments.

District 2 Council Member Forrest Williams had been instrumental in obtaining City funds to help purchase the property. It was intended that public access be improved. A key concern is access to the upper trails in Santa Teresa Park from near San Ignacio Ave. Antoinette Romeo has indicated a placeholder for this potential trail connection although it is not part of the current project. Lynne Paulson will continue to track the status of this project (Action Item 12).

Scholarship Program

John Hesler reviewed the proposed scholarship plan that Jacqueline Price and he had prepared. The criteria and application were outlined. The following comments will be considered for incorporation:

- Give scholarship winner the option to have the check made out to them or directly to the college
- Modify Student essay to propose a 2 to 3 page submittal to discuss (rather than list) their community activities. Suggest that they briefly discuss all activities and focus on one or two that were a major impact and tell why.
- Modify Conditions of Acceptance section to request a paragraph or two to explain the benefits of the scholarship rather than a 500 word narrative.
- Change deadline from August 15 to June 30

A revised plan will be sent out to the Board for vote via email (Action Item 13).

Spring Meeting

The tentative date for the Spring Association General meeting is Thursday April 30. Potential topics include: Police Lieutenant, Council members and Group solar power group discount project. Stacie and Laura will confirm Council member availability for this proposed date (Action item 9). Rick Mandel will check on availability of Sakamoto School (Action Item 10). John Hesler will check on results and process of VEP Community organization solar power group discount program (Action Item 11).

Update on Curie Drive Project

Jacqueline Price could not attend the Board meeting but is planning some work utilizing the remaining grant funds as reported in the last Board meeting. She will be proposing a community BBQ to be held on a project work day.

Other Items

The annual family activity event held at Santa Teresa Park Historic Area called Family Fandango is being scheduled by the Santa Clara County Parks Department. The tentative date is Saturday August 1. STFNA has been invited to have a table at the event.

John Hesler has recently discussed preservation of the Santa Teresa hills with Patrick Congdon from the Open Space Authority. Since the OSA has little available funding, creative ideas are needed.

Status of Action items from 1/22/09 STFNA Board meeting –see notes in italics items

1. John Hesler Provide an update on the Boulder Ridge Golf Course building project. *Ongoing item. There are no new updates.*
2. Jacqueline Price Provide Rick Mandel with a copy of the new San Jose Beautiful Grant Application. *Completed.*
3. Matt Freeman Set up meeting with County Parks Department project manager for Santa Teresa Park Historic area proposal *Completed. Meeting was held 2/6/09.*
4. Stacie Shih—arrange for District 2 Council member participation in meeting with County Parks Department regarding plans for historic area. *Completed. Shirin Darbani attended Santa Clara Historical Heritage Commission meeting on 2/19/09.*
5. Matt Freeman and Lynne Paulson Provide background information to Stacie Shih regarding the Santa Teresa Park Historic area proposal. *Completed.*
6. Lynne Paulson Provide input to Jacqueline on Parks projects for CAP Grant application *Cancelled item since next park project will be small \$ amount.*
7. Jacqueline Price Prepare CAP Grant application and send to the STFNA Board for approval via email *Cancelled. Previous grant funding will be expended first.*

8. John Cunningham Coordinate input from STFNA for the District 2 community calendar *On-going item.*
9. All Need one STFNA volunteer to attend City Budget priority setting meeting Saturday Jan 24 9am-1pm at City Hall *No one attended.*
10. John Hesler and Jacqueline Price Prepare plan and criteria for Scholarship and present at the next STFNA Board meeting. *Completed draft plan and presented at 2/26 meeting.*
11. John Hesler Contact Dave Smith to verify that Dave has decided to resign from the Board of Directors *Completed. Dave has resigned.*
12. Matt Freeman Arrange meeting for turn over of information to new Secretary, John Cunningham *Completed.*
13. Matt Freeman/Danielle Spreier Obtain additional information on website options including the features provided by Wild Apricot. Add agenda item on next STFNA Board meeting for discussion of options for STFNA website *Completed.*

Submitted by Lynne Paulson, Recording Secretary
Minutes approved at 4/16/09 Board Meeting

Attachment 1

STFNA
Monthly Budget Report
January 22, 2009 – February 25, 2009

January 22 beginning balance **\$ 7,411.90**

Deposits and Credits
FEB 26 (PayPal sweep) **19.79**

Withdrawals & Debits
JAN 26 CHECK # 1079 (Southside center fee) **\$34.00**

February 25 ending balance **\$ 7,397.69**

Notes:

Earmarked for Curie Parkstrip Beautification Project (grant – Jaqueline Price contact) \$ 1295.00
Earmarked for BEST Scholarship (Dave Smith) \$ 1310.00

Attachment 2

BEST Scholarship

Date	Donations		Payments	Description
	Receipt	Deposit		
2008-10-23	\$210			Cash
2008-10-23	\$970			Checks
2008-10-25		\$1,180		Deposit at Wells Fargo
2008-10-29	\$85			Checks
2008-10-29	\$45			Cash

Total
 \$1,310 \$1,180

Receipt => When treasurer receives money

Deposit => When money gets deposited into bank

Payment => Scholarship money paid out