

CNA Steering Committee Meeting

12 March 2014

*Steering Committee (*Members in attendance):*

Spencer Duran *

Terry Dyke *

Katie Halloran (Interim Chair) *

Justin Irving

Girard Kinney *

Jules Kniolek *

Rebecca Kohout

Jeremy Mazur *

Jennifer Potter-Miller

Mark Schiff *

Emily Schwartz *

Brendan Wittstruck (Secretary) *

Visitors in attendance:

Rich Heyman, CNA member

Nathan Lynch, CNA member

John Mitchell, CNA member

Heather Prashner, Pharr Tennis Center

Regina Rogoff, CNA member & People's

Community Clinic

Call to Order (6:30 PM)

January & February Meeting Notes

- Meeting notes from January and February SC meetings to be voted upon for approval at April SC meeting;

Treasurer's Report (Rebecca Kohout)

- Treasurer's Report submitted to SC members via email in advance of meeting; Current balance is in excess of \$7k; Report is attached, below; **MOTION to approve Treasurer's Report as delivered by email PASSED ON CONSENT;**

Bylaws Revision Task Force Report (Rich Heyman)

- *Meeting Notification*; Timely/consistent delivery of Flea is difficult, making posting timely notices unduly burdensome; Task Force submits suggested replacement text for Article V, Section A and text for a new Article V, Section E; "Statement of Intent" accompanies text for clarification but is not meant to be written into by-laws; Existing by-law language and proposed amended language are attached below;
 - *Section E*; Suggested addition to Article V; SC responsible for adding agenda items, but general membership also has an outlet to set agenda; Formalizes how agenda for CNA Quarterly meetings is set; Would allow discussion of new agenda items but prohibit action on them at meeting at which they were introduced, other than referring them to committee;
 - *Section A*; Suggested revision to ease notification restrictions, decouple notifications from reliance upon the Flea; Flea should still publish known agenda;
 - *Section B*; Recommendation to strike last sentence of Section B as a conforming change;

MOTION to approve recommendation of revisions to General Meeting assembly PASSED;

Rich Heyman to present at next Quarterly Meeting, if able to attend;

- *Future Discussion*; Task Force will visit SC protocol for posting agenda;

Land Use & Transportation Report (Girard Kinney)

- *4020 Airport*; Council has approved zoning change to remove 65% residential restriction; LUT is interested in writing a letter to request continued dialogue and a formal presentation to SC by PSW and their architect; SC interest in staying involved with project as it evolves, but no longer have any power to oppose project; A draft letter will be written by Jules Kniolek and Girard Kinney and circulated among SC members before any action is taken;
- *711 @ 38 1/2/Airport*; Discussion tabled for time;
- *TXDOT/Mobility 35 Study*; LUT believes that action is required on time-sensitive major planning issue; Some actions have already been taken by CNA:
 - Support over a decade ago of TxDOT proposals then to depress IH35 adjacent Cherrywood
 - Letter written last year by SC supporting ReConnect Austin (“cut & cap”) Plan;
 - Letter written last month by SC to City Council reaffirming long standing support of improving east-west connectivity across IH35;

Current TXDOT plan involves demolition & rebuilding of all bridges along IH35 abutting neighborhood; Process is moving very quickly—Kirk Watson is on record as saying he wants study complete by this summer (Jeremy Mazur volunteers to be contact to office of Kirk Watson and Donna Duke; Current proposal closes east-west direct traffic at Manor, 32nd, 38 1/2, prompting neighborhood concerns over east-west connectivity and public process;

Intention to send “strong” letter to TXDOT, City;

- We want to be part of a working group, and emphasize importance of east-west connectivity to neighborhood;
 - This letter will not necessarily incorporate language from recent resolution by UBC, but may use it as a guide (this resolution has recommended that the City hire an impartial traffic engineer—TXDOT has hired HNTB and City has contract with Parsons-Brinckerhoff but has apparently not instructed them to focus on the east-west connectivity aspects of the TXDOT study);
 - Hope to send letter before next SC meeting; call for special meeting?
 - Why is rail not being included in TXDOT discussion?

MOTION for Girard Kinney (LUT Chair) to draft letter for review of SC members WITH ADDENDUM that if any SC member opposes letter in its final form SC will resolve issue by calling a special meeting PASSED.

Unfinished Business

- *Meeting venue*; Discussion of new meeting venue is tabled until further notice;

New Business

- *Flea*; Deadline for publications is April 4;
- *SC Membership*; Jonathan Braden has withdrawn from membership; SC in need of an additional member;

- *People's Community Clinic* (Regina Rogoff); People's is expanding to a new building in late 2015/early 2016; Existing building will continue to house low-traffic clinic work; People's in a qualified health services provider interested in how to be a good neighbor with neighborhood, particularly concerning parking and traffic;
 - *Pedestrian Advisory Council*; PAC emerged about 8-10 months ago; Modeled after the Bicycle Advisory Council; LUT voted to recommend Nathan Lynch to represent CNA at Pedestrian Advisory Council; **MOTION to approve Nathan Lynch as CNA Representative to PAC PASSED ON CONSENT**;
 - *Pharr Tennis Center* (Heather Prashner); Developing a neighborhood-based youth tennis program;
 - Seeking to expand usable court space by renovating existing 2 tennis courts at Patterson Park (have not been renovated since 1978); City is willing to re-surface courts but request will have to go to wait list; Estimated total cost of \$6000; Courts would stay open and free;
 - Additional proposal to expand tennis center, shaded playscape area and teaching court; No new parking lot; Cost is estimated at between \$50-100k, although funding has not been secured;
 - Concerns: would renovation/youth program make the courts more exclusive by increasing for-profit traffic (i.e. coaching sessions)? Youth sessions would be in less-used 3:30-6:30 time slot but would like to reserve some Saturdays for tournaments;
- SC will not take action on item until comment from LUT; suggested that written comment from FOFP be obtained prior to bringing the item to LUT, and that it should also be taken to the other neighborhoods that use PP, including SWNA and Wilshire NA;

Adjourn



Brendan Wittstruck <brwittstruck@gmail.com>

Final Draft- Agenda CNA Steering Committee Meeting tonight 6:30 p.m.

Rebecca Kohout <rebecca@texperthomes.com>

Wed, Mar 12, 2014 at 5:34 PM

To: Brendan Wittstruck <brwittstruck@gmail.com>

Cc: Jennifer Potter-Miller <jpottermiller@gmail.com>, Katie Halloran <ktppearl@yahoo.com>, CNA SC <steering@cherrywood.org>, Rich Heyman <heyman@austin.utexas.edu>

Hi, All. I have guests in for SXSW and we have plans for the evening. The balance in our CNA account as of today is \$7,366.02. However, I still have one check out for \$260 which I am trying to collect.... so the total should be \$7,627.02 when i get that check.

Otherwise... we're all good. If someone would be interested in proposing a kiosk to be built and placed in Cherrywood Green for neighborhood announcements, I would support that project. I don't have any bids on it yet, but if the association would like to move forward on this proposal, I'll see what I can find out.

Please feel free to let someone give this treasurer's report in my absence.

Sorry to miss the meeting... Rebecca

[Quoted text hidden]

--

Rebecca Kohout

Broker Associate, SKY Realty, Inc.

512-415-9876 mobile

512-477-9560 fax

Rebecca@texperthomes.com

www.texperthomes.com

[Information About Brokerage Services](#)

I am licensed to do business in the state of Texas by the Texas Real Estate Commission - License #441984

CONFIDENTIALITY NOTICE: This e-mail message including attachments, if any, is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail, destroy all copies of the original message, and do not disseminate it further. If you are the intended recipient but do not wish to receive communications through this medium, please advise the sender immediately. IRS Circular 230 Notice: To the extent that this message or any attachment concerns tax matters, it is not intended to be used and cannot be used by a taxpayer for the purpose of avoiding penalties that may be imposed by law.

Replacement text for Article V., Section A.

A. Notice of Membership Meetings

All general and special membership meetings shall require prior notice specifying the date, time, place and an agenda describing issues to be discussed and any possible actions on which a vote may be taken. Written notice shall be posted in publicly accessible locations no fewer than 5 days prior to a meeting. The Steering Committee shall determine and make public the exact locations of notice to be used for the year at its first meeting following October elections, or whenever a change is necessary. In addition, electronic notice shall also be posted to relevant websites and email lists, such as cherrywood.org and NeighborNet, no fewer than 5 days prior to a meeting.

Statement of intent:

The intent of this revision is to ensure that appropriate notice is given to members of CNA of important items to be discussed and votes to be taken at general and special membership meetings, while at the same time responding to burdensome constraints imposed by the current requirement to hand deliver written notification to each household. This has proved impractical due to financial considerations which require that printing costs be offset by advertising. The current system, therefore, relies upon the publication of *The Flea* newsletter as the means of meeting the delivery requirement in the current bylaws. It takes up to two weeks for the newsletter to be delivered and relies too heavily upon the availability of sufficient volunteers. Furthermore, the production process of the newsletter requires that all materials (including the meeting agenda) be submitted a further two weeks in advance of printing. In practice this has meant that the Steering Committee has needed to finalize action items for the agenda up to six weeks in advance of a general meeting, hindering the Association's ability to adequately respond to developing situations. The two important guiding principles here are 1) ensuring that we have an informed and engaged membership and 2) that our rules do not prevent us from acting in a timely manner. Therefore, in order to strike a reasonable balance between notification and flexibility, these bylaws revisions are suggested. The presumption of the Bylaws Revision Taskforce is that *The Flea* will continue to be delivered to each household in the neighborhood in advance of the meetings and will carry the expected agenda items for the meeting, as well as announce where the agenda is posted. The Bylaws Revision Taskforce intends that "publicly accessible locations" refers to places such as bulletin boards in public spaces, at schools, grocery stores, cafes, or other neighborhood businesses, and that grounds for changing locations would entail something like the closing or opening of a business or other appropriate location.

Suggested text for a new Section E. in Article V.

E. Agenda

The agenda for the general membership meetings shall list issues to be discussed and any possible actions to be taken. The Steering Committee shall set the agenda for the next general membership meeting at its meeting immediately prior to that general membership meeting. Additionally, upon the signed written request from no fewer than 10 CNA members delivered to the Chair (by hand, postal delivery, or email) prior to the Steering Committee meeting, an item for discussion or action shall be placed on the agenda. New business introduced at a meeting shall be for discussion only and/or referral to a committee.

Statement of Intent

The current bylaws are silent on the method for setting the agenda for the general meetings. Typically, this means that the responsibility falls to the Chair and/or the Secretary. Adding this text clarifies that the responsibility for doing so be vested in a group rather than an individual. This makes the process more open and subject to wider discussion. The provision for non-Steering Committee members to have an item of sufficient interest placed on the agenda makes the process open and accessible, while maintaining a clear procedure. The guiding principle here is that control of the items to be discussed and voted on be as open and democratic as possible while providing checks against manipulation of the agenda by individuals.

Additionally, the last line of the proposed text clarifies that members may introduce important new business at a membership meeting, but that that business is subject to discussion only. This provision is meant to prevent an item being introduced and acted upon in haste or under the presumption of expediency without being widely discussed or even known by members. Members have a right to know beforehand whether an item of business which might interest them will be acted upon at a meeting; yet, members also have a right to bring up items at a meeting which they feel are important for the Association to address. This provision seeks to strike a balance between these principles.

Current Text Article V. of CNA Bylaws

Article V. Meetings of the Membership

A. Notice of Membership Meetings

All general and special membership meetings shall require written notice specifying the date, time, place and an agenda describing issues to be discussed, and any possible actions, including the determination of a policy position, on which a vote may be taken. Meeting notices shall be delivered to each member household residence no fewer than 5 days nor more than 30 days prior to the meeting. Notice of membership meetings should be posted at Maplewood School 5 days before a meeting. When practicable, notice of membership meetings should also be posted on the CNA on-line calendar and to subscribers of the CNA email list, "NeighborNet."

B. General Membership Meetings

Membership meetings shall be held at approximately quarterly intervals at a time and place to be determined by the membership at a previous meeting, or by the SC. ~~The requirements for written notice of general meetings may be satisfied through an announcement in the newsletter.~~ **[This sentence suggested to be cut to bring Section B into alignment with new Section A.]**

C. Special Membership Meetings

Special membership meetings may be called by the SC, or upon receiving a signed written request from not fewer than 10 CNA members delivered to the Chair by hand, postal delivery, or email. Only the business specified in the call may be taken up at a special meeting.

D. Membership Meeting Quorum.

A quorum for votes of record at a membership meeting is twenty members. With or without a quorum, "sense-of-meeting" straw polls are open to all attending.