

CNA Steering Committee Minutes

Date: Wed, February 7, 2018

Time: 6:30 PM

Place: Fannie Mae Stewart Community Conservatory, 1902 E. 22nd St.

Present: Jim Reed (Chair), Jonathan Schwartz (Vice Chair), Sarah Sweeney (Secretary), Leyla Cohlmiia (Treasurer), Allen Hah, Matt Harriger, Jeremy Klitzman, Erin Tassoulas, Jules Vieau, Jim Walker

Guests: Caitlin Alexander, Girard Kinney, Jules Kniolek

Public Announcement/Feedback/Agenda Request Signup Sheet Provided

1. Call to Order – 6:36pm
2. Meeting agenda adopted based on motion from Leyla and seconded by Jonathan
3. Announcements from Signup Sheet (3 min speaker, up to 5 speakers) – N/A
4. Approval of Previous SC Meeting Minutes
 - Motion from Jonathan and seconded by Allen to approve meeting minutes from 01/10/18
 - Resolution: minutes from the Steering Committee meeting of 01/10/18 are approved
5. Community Presenters – N/A
6. Reports of Officers and Programs
 - A. Jim Reed gave the Chair's Report – he has been spending time talking to people who represent the neighborhood in various capacities, and working on the Flea. See 6C.
 - B. Leyla Cohlmiia gave the Treasurer's Report – \$3,546.18 in the bank account, this does not account for some un-rendered services from Flea production
 - C. Jim Reed gave the Flea Managing Editor Report – the focus of the Flea is still finding volunteers (there is a new volunteer editor) and working on templates. The most work is fitting the content into the layout. 2/3 of the ads will expire next quarter.
 - i. Flea Graphic Contract – Jim Reed, Caitlin Alexander, Matt Harriger, and Leyla Cohlmiia (representing Jennifer Potter-Miller) each gave their perspective on a contract dispute regarding original illustrations Caitlin created for the Flea. Caitlin understood that the contract limited the CNA to using the illustrations in the Flea and on yard signs for 2018, and Jim and Jennifer Potter-Miller understood that the contract allowed the CNA to re-use the illustrations indefinitely in various media and platforms.
 - Motion from Jim Walker and seconded by Jeremy to pay Caitlin the \$350 agreed in the contract, to add clarifications to the contract (about re-using yard signs indefinitely as long as they are printed in the licensing year 2018, and allowing the illustrations to be in the archived PDF of the Flea on cherrywood.org), and to revisit whether to buy an additional license for future uses of the illustrations at the end of 2018.
 - Resolution: the SC (1 abstaining, 9 in favor) approves the revised contract (Appendix I) and will revisit further licensing agreements at the end of 2018.
 - ii. Final Flea Layout – Jim Reed presented a printed copy of the layout of the Flea to the committee

7. Reports of Committees and Neighborhood Projects

A. Girard Kinney gave the LUT Report

- i. The LUT committee is still working on a process for identifying construction projects in the neighborhood and reaching out to permit applicants
- ii. The LUT supports the city's project to add bike lanes on Manor between Dean Keeton and I35, and will ask the city to spend more of the 2016 transportation bond money on pedestrian-oriented facilities

Motion from Jules V. and seconded by Jeremy to support the proposed bike lane improvement from Manor Rd. and Dean Keeton to Manor & I35.

Resolution: the SC supports the proposed bike lane improvement from Manor Rd. and Dean Keeton to Manor & I35.

Through this vote, the SC permits Girard Kinney and Jim Reed to write and sign two letters to the City Council: one supporting the bike lane improvements, and one encouraging as much of the bond funding as possible be spent toward pedestrian improvements.

8. Unfinished Business –

A. General Meeting Agenda Feb 2018

Motion from Matt and seconded by Sarah to approve the draft general meeting agenda as revised

Resolution: Draft general meeting agenda is approved (see Appendix II)

- B. CNA Representatives to External Organizations (including, but not limited, ANC and UBC) – postponed to next meeting

9. New Business – N/A

10. Recommendations for future SC Agenda items

- A. Evolve Austin (March)
- B. CNA Representatives to External Organizations (including, but not limited, ANC and UBC)(March)
- C. City Council Candidate Meeting
- D. Sustainable energy information for residents

11. Meeting adjourned (upon a motion from Leyla and seconded by Jeremy) at 8:01pm

Submitted by Sarah Sweeney, Secretary

Appendix I: Contract between Caitlin B. Alexander Illustration and Cherrywood Neighborhood Association



caitlin b. alexander illustration
www.cbaiillustration.com
caitlin@cbaiillustration.com
512 6335489

Basic Quote Proposal

Client Cherrywood Neighborhood Association Date 1/15/2018
Address _____
Client Purchase Order Number 001 Job Number 118/001
Assignment Description

12 illustrations to be used on calendar design for flea publication, as well as on yard signs as events occur within the year.

12 Illustrations.....	\$ 225
Graphic Design Layout.....	\$ 100
Usage Rights: Reuse on Yard Signs for 2018.....	\$ 25
Commission for Print Sales.....	(\$0 bonus add-on)
Total.....	\$350

Illustrator: [Signature]

Date: 1/15/2018

Client: [Signature]

Date: 1/16/2018

i) Yard signs can be re-used indefinitely as long as printed under licensing year.

ii) Flea archive indefinitely on web site.

Illustrator: [Signature]

2/7/18

Client: [Signature]

2/7/18

Appendix II: Draft General Meeting Agenda

Date: Wednesday, February 21, 2018

Time: 6:00 PM Meet & Greet, 6:30 PM Meeting

Place: Cherrywood Coffeehouse, 1400 E. 38th1/2 Street, Austin TX 78722

Weather Backup Location: Servant Church, 1605 E 38th 1/2 St, Austin, TX 78722

General Announcements: Sign In Sheet Prior to Meeting (3 min per speaker)

6:00 PM - Meet & Greet, Service Bar by Cherrywood Coffeehouse

6:30 PM - Business Meeting Agenda

1. Call to Order and Welcoming Remarks
2. Approval of Previous GM Action Items (*Note: send these out beforehand to the neighborhood, as well as printing them out*)
3. Steering Committee Report (15 min)
 - A. Chair Report, Including Recent Steering Committee Activity by Jim Reed (*Note: make sure to mention Caitlin the illustrator*)
 - B. Treasurer Report by Leyla Cohlma
 - C. Flea Managing Editor by Jim Reed
4. Community Presenters
 - A. CapMetro (TBD)(15 min, 5 min Q&A)
 - B. Preservation Austin (Lindsey Derrington)(5 min, 5 min Q&A)
5. Reports of Committees and Neighborhood Projects
 - A. LUT Report (Girard Kinney 5-10 min) (Possible Action)(*Note: mention the Code Next community meeting we will plan, once the new draft is out*)
 - B. Cherrywoodstock (TBD)
6. General Announcements (Sign In Sheet Prior to Meeting)
7. Business Meeting Adjourn