

## September 21, 2020 at 6:30pm EDT

**Members present:** Jen Mowrer, Gordon Coker, Jeff Johnson, Chris Griffin, Dan Howett, Joe Miles, Brent Waugh, Sam Crockett, Marika Suval

**Members absent:** Katy Hawley, Mike Holden

**Guests:** Bill Murrah, Brandon & Ashley Pace, Melynda Whetsel

### **Sept. 21 Action Items Summarized:**

1. Marika to create and make available board email list (at the top of this document)
2. Marika to report back to Woolly Bears and make sure a small, organizing committee is in touch with the Social Committee to finalize arrangements and ensure we are in compliance with pandemic protocols.
3. Sam to follow up with Birdhouse: No rent in August or September
4. Sam to ask Chris @ Birdhouse about their plans for organizing the proposed social event: Do they need help from the Social Committee?
5. Joe will look into how much money we could offer to help with reprinting the booklet containing history of the neighborhood and the neighborhood center.

**Call to order at: 6:30pm**

### **OFFICER REPORTS:**

1. **Approve August Board Meeting Minutes:**
  - i. Moved by Gordon, Dan seconded, unanimously approved
2. **Review Action Items from last meeting**
  - a. **Guests**
3. Bill Murrah provided an update:
  - a. The owner of the Gratz Street home showed up and were working until Friday.
  - b. He definitely felt pressure.
  - c. Codes, community development, and others got involved.
  - d. Repairs were done on roof, tiles, back wall.
  - e. Bill is very pleased with the response.
4. Brandon & Ashley:
  - a. Found a piece of property on Morgan to build on - 110 ft-wide parcel next to Graphic Creations. Also got the adjacent piece - total of 150ft wide.
  - b. Have a few slides to share ideas they're playing with.
  - c. Melynda (HZA) and others commended Brandon and Ashley's ideas and the thought they put into the draft designs they presented. It takes into account the character, offset, pattern, etc. of the buildings around. For now, as it stands, no objections.

5. **President** (*Katy Hawley*)
6. **Vice-President** (*Sam Crockett*)
7. **Treasurer** (*Joe Miles*)
  - a. Main Checking Account Balance: \$21,678.85 (\$122 of this is Woolly Bears' money)
  - b. Neighborhood Center Maintenance Account: \$7,081.44
  - c. No rent from the Birdhouse in August or September
    - i. Sam texted Chris for an update; will follow up
  - d. We received a \$200 donation from Broadway Carpets.
  - e. Woolly Bears dough: Celia gave \$122 to Miles to hold in the Board's checking account for them. At some point they will need to draw \$105 for the certification sign and about \$9 for flyer printing. Best process for disbursement?
    - i. Future: what is the possibility of (and mechanism for) using the Board's PayPal/Venmo account for fundraising purposes?
8. **Secretary** (*Marika Suval*)
  - a. Board email list: members to please vet theirs
9. **COMMITTEE REPORTS:**
10. **Codes** (*Brent Waugh*)
  - a. HZC Agenda Item: <https://knoxmpc.org/cases/9-C-20-HZ>
  - b. Bill Murrah (if not already covered during guest section) / 1027 Gratz
11. **Parks and Beautification** (*Gordon Coker*)
  - a. Report on Golden Shovel
  - b. Report on weeding day
  - c. Report on Keep Knoxville Beautiful and tree planting
12. **Communications** (*Jen Mowrer*)
  - a. Updates are in other comments.
13. **Tour of Homes** (*Chris Griffin*) (*Sean Martin and Jeff Johnson, co chairs*)
  - a. Update on Sponsor refunds -
    - i. MIG - donating to neighborhood
    - ii. NKBPA - no response
    - iii. Johnson Family or Restaurants - would like to apply to next year
    - iv. McGaha Electric - no response
    - v. Sanders Pace - donating to neighborhood
    - vi. Locke Plumbing - donating to neighborhood
    - vii. Corner Lounge - no response
    - viii. Elder Law - no response
    - ix. Broadway Carpets - donating to neighborhood
  - b. Plan to recognize all donors through FB and Listserv posts.
14. **Neighborhood Center** (*Jules Warren / Sam Crockett*)

- a. The Birdhouse Board - Legal Changes:
  - i. Eric with legal clinic was energetic about lending assistance to the Birdhouse for 501c3
  - ii. Timeline: After September is general timeline to explore change
  - iii. Communication struggles with Birdhouse board during pandemic due to board member technological issues
  - iv. Chris: Concerned about the struggle to get Birdhouse board involved; it's difficult right now
  - v. Legal Change: Should provide better structure moving forward between the Birdhouse and the neighborhood board.
  - vi. United Mountain Defense tax exemption status takeover
  - vii. Next Birdhouse board meeting is September 27 at 4PM.
    - 1. The board plans to make a decision on the 501c switch.
  
- b. Idea - An Evening at the Birdhouse (a series):
  - i. Do it through porch stories at the Birdhouse, maybe live music, people socially distant in yard
  - ii. How to handle social distance: raffle limited selection of \$5 tickets
  - iii. Live digital stream of porch story
  - iv. 10-15 minute podcast to accompany stories
  - v. Looking for assistance from Social committee coordinate effort
  - vi. The goal of this effort:
    - 1. Awareness:
      - a. Get more neighbors involved
      - b. Share more info about history of birdhouse and neighborhood
    - 2. Fundraising
  - vii. Social Committee is happy to help organize it - Sam will talk to Chris about their plans and what next steps may be.
  
- c. Reprinting of booklet with history of neighborhood and neighborhood center:
  - i. Gerry Moll and Carol Nickle would like to coordinate this with the Communications committee.
  - ii. Need help on printing the booklet: capability and budget?
  - iii. Jeff: Graphic Creations has been helpful with projects in the past and often give us good deals - might be good idea to ask them for a quote.
  - iv. Joe will look into how much money we have in the Communications budget

15. **Social** (Mike Holden) (Jeff Johnson, co chair)

- a. Merch sales continue, currently \$454 has been raised.
  - i. Jen created a page on the website for swag sales
- b. Social Committee to receive direction from the city later this week concerning halloween. We will then be meeting, Sunday, September 27 to discuss options. Should any board members like to attend, the meeting is scheduled for 4:00, Osborne's backyard @1202 Luttrell.
- c. ***Yard Could Talk*** and **Neighborhood Wildlife Habitat Certification Ceremony**
  - i. Dates:
  - ii. Saturday October 17: *If this Yard Could Talk* posters go up

- iii. Sunday, October 25th, 3-5pm: Certification Ceremony with a short talk by Mayor Kincannon at 3pm to kick off the event.
  - d. Marika update:
  - e. At the last Woolly Bears meeting, we decided to hold the Neighborhood Wildlife Habitat Certification Ceremony 3-5pm, Sunday, October 25th
  - f. The idea is that neighbors participating in *If this Yard Could Talk* would put up their posters on Oct. 17, so they can be viewed over the week leading up to the Certification Ceremony.
    - i. Woolly Bears feel that, to focus the event, only yards that have been NWF certified should participate.
    - ii. Woollies members are reaching out to people on list of certified yards to ask for their participation; have prepared a note to send to them.
  - g. We are hoping to follow the Certification Ceremony with a walking tour of yards as part of the “If this Yard Could Talk” project.
  - h. Mayor Kincannon is free from 3-5 on Sunday, October 25th and we can plan for her to address the attendees at 3:00 to kick off the ceremony.
  - i. A large community certification sign - 2’x 3’ which will be unveiled at the ceremony and go on the Notice Board in the park (cost \$105 with shipping).
  - j. NWF usually provide support for these events as part of their service. Here are questions they have:
- 16. Would you be able to provide a bit more detail on the logistics of your event? Specifically, will masks be required?
  - a. We would need to have masks on hand as needed
- 17. Is there an attendance limit?
  - a. Attendance limit currently is 25 guests per 900 sq feet outside if within 30 ft of a business that sells alcohol. (This pans out to similar number as we had with picnic, where we limited number to 50)
- 18. Are you planning to take registrations to allow for contact tracing?
  - a. **Logistics:**
    - i. Gerry spoke with Aeron Browning from the City of Knoxville Parks dept. and he did not express any problem with us using the park for this event. He forwarded a special event form which will be reviewed by the Parks dept. before granting us permission to have the event. Gerry provided all the event details by phone including that we have the Mayor planning to speak at 3:00 as part of the ceremony.
  - b. **Event description** on the Special Events request form (can also be used for Social Media posts)
  - c. See [proposed copy for Newsletter Article](#) and [Letter to NWF Certified Neighbors](#)
    - i. *The Fourth & Gill neighborhood is the third neighborhood in Knoxville to be certified as a Wildlife Habitat Community in Knoxville. The Fourth & Gill Woolly Bears organization would like to hold a small, 50 people or less Certification Ceremony in the Fourth & Gill Park on Sunday, October 25th from 3-5 pm. Mayor Kincannon is scheduled to speak at the event at 3:00 followed by several speakers from the Fourth & Gill Woolly Bears group. Following the speakers, there will be the opportunity to participate in a walking tour of several certified yards in the neighborhood as part of a week long “If this Yard Could Talk” program happening in conjunction with the ceremony. Masks and 6-foot social distancing will be required at the event and no beverages or food will be available.*

ii. *Thank you! - Jen (you got it!)*

**d. Background:**

e. Jeff & Chris recommended doing this in October; perhaps in lieu of Halloween party. Propose early in October in the event a safe socially distant event can happen for Halloween.

i. Woolly Bears are on board; thinking of doing it over the course of a week (i.e. 2 weekends) culminating in a. Woollies will reach out to Indya, who is currently working with NPRS to get her yard certified, to be sure her yard's ready and her household can participate.

ii. After the upcoming Sunday event, certified homes will be emailed to gauge interest in participation.

19. Marika to report back to Woolly Bears and make sure a small, organizing committee is in touch with the Social Committee to finalize arrangements and ensure we are in compliance with pandemic protocols.

20. **Welcome Committee** (Mike Holden)

21. **Meeting adjourned at 7:40pm**