

2022 TPNA Board Meeting Agenda
Wednesday, November 2nd at 7:00pm
Via Zoom

Attendees: Karalyn Colopy, Missy Crawford-Smith, Mimi Kessler, Annie Ambrose, Diane Amato, Mollie Flowe, William Brown, Evelyn, Tiffany Florestal, Phil Jakes

Review of October meeting minutes - Karalyn Colopy

- Approved

Treasurer's report - Bill Brown

- Membership dues +137.01
- Halloween event -\$421.05
- Under budget for the year

Nominations

- Forming a committee for 2023 elections: Must have 5 members - @ Board members plus 2 or more TP non-board members
- 14 board members total. We have 4 members retiring off the board- Waugh Wright, Beth Shepherd, Diane Amato, Caroline Black
- Need to fill roles: President, Past President, Vice President
- Ideas: Host a "Ask a Board Member" zoom session; reach out to the new members; reach out to home tour docents

Communications - Karalyn Colopy

- Newsletter updates - writing content this month
 - What news items do we want to cover?
 - Leave your leaves
 - Home tour outcomes: interview with Families Moving Forward
 - Call for new board members
 - Neighbor interview
 - Bike Durham
 - What else?
 - Aim to publish by mid December

Community Building - Waugh Wright

- Halloween: Success! Fun night, photo booth, crafts, costume contest, raffle, candy
- Luminaria
 - Beth Emerson and the Girl Scout Group may do Luminaria

Traffic - Mollie Flowe - No report this month

INC - Mimi Kessler

- Private developers presented to INC to request to reduce the oversight of development. They will be presenting to the planning dept this month or next month.

Trinity Park Foundation

- TPF Board met on October 25. Projects planned or under consideration for upcoming fall, winter, and beyond (don't have all the costs yet):
 - In the Park
 - Improving the gardens (around Watts St. / Trinity Ave corner)
 - New plantings (done)
 - Irrigation (\$5-6K)
 - Fencing and signage (to prevent trampling) (~\$1K)
 - "No dogs" signs for toddler play area
 - Street lamp
 - Installation of artwork labels
 - Replace rotting wood in benches with new wood
 - Restoring the granite steps into the Park along Trinity Ave. (expensive - maybe \$10K)
 - Install new memorial bench beneath tree in northeast corner of park (gift)
 - In the Trinity median - from Watts St. to Buchanan Blvd.:
 - Plantings (hiring a professional)
 - Irrigation
 - Various places - exploration phase:
 - Trinity Park Tree Trail
 - Decorative lighting in medians
 - Writing/publicizing/honoring the history of the Foundation, the founding of the Park, and the history of the site of the Park (410 Watts), and the Blossom Garden Club's maintenance of the gardens over the past 17 years.
 - Shade tree planting matching grants
- Note from Shelley Dekker, Foundation President: *"Almost every time I am working in the park, I am thanked, mostly by people I do not know. The Trinity Park is important to neighbors and visitors to Durham, as well as to a great number of people who come from other Durham neighborhoods to visit the park. The Foundation's mission is to preserve and enhance it, and I would even say it is our job to love and care for it."*

Membership - Beth Sheppard / Karalyn Colopy

- We have a free online database that stores all our membership information (name, address, and contact info; payment amount and date; renewal date). The Membership chair logs into it and searches it to find anyone's membership status, to figure out who needs to renew, and to enter in new member and payment info. It's a pretty simple table, with about 1500 records - about half of the records are for members (either active or expired), and half are "placeholder" records for addresses that have never had a membership associated with them, including individual apartments.
- Company that hosts our database is changing. Will no longer offer the free service that we use
- Option 1 - convert database to a simple google spreadsheet and keep it on google drive, with some kind of password protection. Would use it pretty much like the system we have now.
 - Advantage - easier for multiple board members to access and make use of the information
 - Disadvantage - a little more complicated for a novice to use
- Option 2 - find an affordable service provider
 - Expect to pay \$10-20 per month (\$120-240 / year) for a cheap option

- It would be nice if we found a service with features like:
 - Integrating dues payment on our website with the database, so member info goes straight into the database
 - Ability for members to look themselves up in the database to see if they're current on their dues
 - Automatically send email reminders to members when their membership is about to expire
 - Ability to communicate (via email) directly with members, e.g., to let them know about events/opportunities, offer discounts? - some sort of member benefit
- Any volunteers to research this?

Safety - Ron Gallagher - No report this month

South Ellerbe Creek Wetlands - Mollie Flowe - No report this month

Duke-Durham Neighborhood Partnership - Karalyn Colopy

- James attended the most recent meeting - October 20. 3 items were discussed:
 - **Duke grants.** Duke grants are currently available, accepting applications til the end of January - which will come up quickly, with the holidays. The standard for the current grant is "doing good." The identified priorities are "equity & justice, health & safety, education, neighborhood communication tools, people first development, and respect & preserve history." The deadline is at the end of January. Ideas: Instrument zoo/music education, membership database, steps in the TP park
 - **Grant guidelines about private property.** Should Duke have firm guidelines concerning grant funds going to private property? In some neighborhoods, available common/public space for the community is limited. In those areas, private property owners have volunteered parts of their property for neighborhood use. The question posed was whether Duke should allow grants to improve those properties (e.g., playground equipment, stage, small structures). After discussion, it was concluded that no firm rule should be applied, either for or against. It was also suggested that some of the concerns about such investments (e.g., sale of the property) could be mitigated with contractual terms or easements.
 - **Durham Parks and Recreation Advisory Committee.** Currently 2 seats are open for application. Aside from its importance in helping guide the use of public parks, the committee is in the process of developing its 10-year master plan. More information can be found at <https://www.durhamnc.gov/238/Boards-Committees-Commissions-Task-Force>.
- The calendar going forward will be quarterly meetings: January 19, April 20, July 20, October 19. Plus one social meeting TBD.

Trinity Park Home Tour - Karalyn Colopy

- Finances (expenses not final, sponsorships not all paid yet)
 - ~800 tickets sold (~500 in advance, 300 day-of) = ~\$17,200
 - 19 sponsors (18 paying) = \$7,525 in sponsorships \$5,350 has been paid.
 - ~\$3,600 in expenses
 - ~\$21,000 net proceeds
- Lessons learned - lots of great feedback from volunteers and homeowners, including:
 - Publicity

- Do some analysis on our radio ads (when did the ads run, did our home page get more hits then?)
 - Next time, ask people how they heard about the tour
 - Where to put and not to put yard signs
 - Guest comfort
 - Let people know in advance about how much walking is expecting
 - Have chairs available so people can remove shoes
 - Rent a port-a-potty
 - Invite someone to sell drinks along the route
 - Have a trash can at each house for drinks
 - Docents
 - Advance walk-through of the houses for the docents
 - More docents
- How to designate the net proceeds
 - Home tour chose the non-profit, which focuses on local housing to donate a portion of the funds
 - Originally decided \$2,000 for Families Moving Forward, which we assumed would be about 20%, and rest for Trinity Park Foundation
 - Proceeds are much higher than expected (\$5000-10000 higher than expected)
 - Should we allocate more to FMF?
 - Voted unanimously to give \$5,000 to Families Moving Forward
 - Voted unanimously to give the remaining proceeds to TPF pending we get all the sponsorships.

New business - neighbor concerns and suggestions

- Dog waste bins (Bill Brown): City of Durham is fine if we implement them, but they do not have people to empty them. Do we just want to install the bag holders? Do we want to ask the apartment complexes to install bags and trash cans. Get the costs of dispensers and bags.
- Durham Central Park got a sponsor for the dog waste station:
<https://durhamcentralpark.org/whats-the-scoop/>
- "Leave your leaves" (Karalyn Colopy, Gabrielle Weinberger)

Adjourn