

April 2021
OWANA Steering Committee
Meeting Minutes

Tuesday, April 6, 2021

7:00 PM – 8:00 PM

Zoom Call

Attended by a Quorum of the Steering Committee, consisting of:

- Brockett Davidson, Chair
- Adrienne Goldsberry, Vice-Chair
- Jim Todd
- Christine Buendel
- Sandy Cartwright
- Kate Ertle
- Andi March
- Shawn Shillington
- Alexer Taganas
- Derek Victory

Also attending were Sandy VanTilburg, Mike Sullivan, and Shelley Kilday.

Brockett Davidson called the meeting to order at 7:07 PM. Approval of prior minutes was deferred to the end of the meeting.

Treasurer's Report

The next order of business was the Treasurer's report. Jim Todd presented the financials, and then introduced Sandy VanTilburg. Sandy has volunteered to serve on the Bylaws-mandated Audit Committee.

Sandy gave her initial audit report to the Steering Committee, with major points of her report as follows:

1. Fund accounting. Fund accounting was explained, and an objective of proper financial reporting being to report designated funds (i.e., park funds, zoning funds, etc.) correctly on the financial statements. Research will need to be undertaken to properly categorize funds on hand.
2. Expenses. Minutes of the general and steering committee minutes need to mention specific expenses incurred by the association.
3. Membership. Financial records and the membership rolls need to be synchronized and matched using names and enrollment fees.
4. Records retention. A records retention policy was presented to the Steering Committee. Formal approval of the policy was deferred to a future meeting to give time for committee members to review. The matters of records retention as it relates to social media and email

accounts, and the standardization of usage of designated email accounts, was raised and will be a subject of later review.

The Steering Committee recognized and thanked Sandy for her efforts in presenting a thorough and informative report.

Zoning

Shawn Shillington reported on two zoning matters:

1. The apartment project at Pressler @ 3rd – OWANA is hopeful that the hike and bike trail, or access, will be extended through the project and give access to pedestrian (no cars!) traffic from 5th Street.
2. The project at 1205 W. 5th is asking for a lot of height, although the requests of the developers is preliminary.

Parks

The West Austin Park PARD plans are moving forward, including both plans and budget. It is too preliminary to assess OWANA's involvement, but the association is encouraged to stay in touch with the "Friends of West Austin Park" group.

Communication Committee

No report.

Technology Committee

No report, other than to mention that the OWANA website will be updated with prior committee and general meeting minutes.

Membership

Kate Ertle asked for the approval of up to a \$500 expenditure for door hangers/flyers to promote OWANA membership. A motion to approve the expenditure was made, seconded, and approved unanimously.

Transportation

Mike Sullivan reported that the railroad crossing equipment has been delivered to the Paul and Pressler street crossing areas just south of 5th Street and will soon be installed.

Other Business

Adrienne Goldsberry proposed that the association write a letter of support to Councilmember Tovo asking that the pool at West Austin Park, being a valued component of our neighborhood, be opened by the City. A draft of the letter will be sent to the Steering Committee for comments prior to finalization.

Minutes

The minutes of the February General Meeting and the March Steering Committee Meeting were presented and approved.

The meeting of the Steering Committee was adjourned at 8:40 PM.

These minutes were recorded by Jim Todd, OWANA Treasurer.