

## **Palo Verde Neighborhood Board Meeting**

**April 20, 2023, 6:30 to 8:00pm**

Contact Us - [info@paloverdeneighborhood.org](mailto:info@paloverdeneighborhood.org)

Board members present: Val Timin, Brian Gill (Zoom), Steve Poe, Dianne Teegarden, Vicki France, Paula Chronister, Avery Howayek, Nancy Stromp, Rachel Dacquisto, Maribeth Slebodnik

- **6:30 PM Welcome & Quick Intros (10 min)**

Meeting called to order at 6:35 p.m.

- **6:40 PM Featured Guest TPD CSO Ramon Silva (20 min)**

CSO Silva was not able to join us and we will reschedule, hopefully for the May meeting.

Val suggested either a brief study session to look at projects in process (bylaws, onboarding, etc.) with the freed up time or to jump into the agenda. We decided to jump into the agenda

- **7:00 PM Board & Committee Reports & Business (35 min)**

- Brief Reports

- President - Val

Art in the Garden was the big event, also participating in the ongoing Board projects - onboarding, bylaws.. Shout out to the onboarding and bylaws teams!  
New safety graphics developed for the weekly e-news.

- Vice President - Brian

The non-profit restoration project has been his focus. See the status update in Old Business.

- Secretary - Maribeth

Minutes, weekly e-news, responding to email and maintaining the Board dashboard and Constant Contact email list.

- Treasurer - Rachel

Rachel shared new financial reports. The Art in the Garden event brought in income of \$1,556 for the Traffic Circle - artists' fees + raffle + donations.  
PVNA Website renewal due in June - \$276 annually. We will vote on renewal next month.

- Communications - Steve

Tori Bacal, CHS liaison - advised us that graduating seniors and associated events will take place at the high school from 5/12- 5/25.

On 4/26, Arroyo Chico Avid (college prep) Block Party will take place in the CHS parking lot from 5-7 p.m.

Steve has many dog pick up bags to share from a generous neighbor.

- Traffic Circle Team;

See notes from Peggy M. Meeting on Monday 4/17 to discuss chicanes, Allison from TCB attended, neighbors on Camilla notified. Chicanes prioritized at meeting - top 4 locations determined- all on Camilla.

1. Camilla north of Camden on the east side
2. Camilla north of Lee on the west side
3. Camilla south of Lee on the east side
4. Camilla south of #3 on the west side

Stewards stepped forward for post planting maintenance for each location. The chicanes will provide water collection, some traffic mitigation, and beautification. Plants will be selected from a list of natives, TCB will pre dig holes and neighbors will be invited to plant at a scheduled event. Permitting for the work will take place over the summer when plans are finalized, planting will happen in the fall. Also hoping to ask for additional stop signs and speed bumps for traffic calming. The Committee would like to start the planning process for the whole neighborhood. Steve K is open to other plans and dreams and ideas for traffic in the neighborhood.

All barrels in all PVN traffic circles will be replaced by sturdy bollards per Steve K, reported by Dianne Teegarden. Yey!!

Rachel reported that Walkable Winstel (local organization) is interested in sharing their thoughts for making the neighborhood more walkable and she would like to weave together all the neighborhood plans. Proposition 407

(<https://www.tucsonaz.gov/parksbond#>) projects are underway. Dora will find someone to bring us up to speed on Prop 407 plans at an upcoming Board meeting.

Art in the Gardens In Review

The event was very well attended and positively received! Loft Cinema HQ had about 200 people sign in. Lots of people walking through the neighborhood. Val will share additional details in a post meeting spreadsheet. Great work and collaboration on the team - we would like to see more of this!

The consensus is to continue this event, cadence to be determined. At our upcoming Board Retreat TBD, the Board will discuss the cadence of annual events.

- Paula C - working to reinvigorate the Neighborhood Watch near Camilla and Pima - canvassing the area.

More large trash is being seen around the neighborhood - need to be more consistent about reporting using SeeClickFix to report it to Tucson Environmental Services. The next e-news will have SeeClickFix information and encouragement to report trash when it's observed..

- Old Business

- Discussion: Board onboarding packet – provide feedback

We would like to assemble materials for new Board members to help them get up to speed with the Board process and projects quickly. Nancy and Paula are leads. Project goal is to keep it simple, usable and avoid duplication. The packet will be all virtual and easily edited and kept current. What needs to be shared with new Board members early. Paula and Nancy recommend Board mentor(s) for each new member to help them. Bring new members up to speed on the Board workflow, process and ongoing projects, as well as Board structure, bylaws, mission, vision, values, calendar, communication items. Form a checklist to make sure that they work through all the elements - customized to each role. Nancy & Paula are developing individual checklists. Need a central place to find all the links and information.

- Vicki - Bylaws revision - will be developing an operations manual that can be shared in onboarding. The packet should avoid duplication with the bylaws. Could be pages in an electronic handbook, embedded links.  
 Nancy and Paula will take the feedback and make revisions.
- Discussion: Facebook procedures/guidelines  
 We have had several discussions about Facebook procedures. Val has revised according to our notes and feedback. Val added a bullet to restrict sales using the FB page. No selling or sharing sales listing, such as from FB Marketplace. Yard sales notices are all right. Paula suggested condensing the information because it is long.  
 To condense these, center the group rules, "About" description, Questions for admission - build important principles into the admissions questions (e.g. no promotions except during clearly defined times.).  
 Mostly for admins to apply if needed and use to demonstrate impartiality, not necessarily for neighbors to read.  
 Admins also have power to pin posts at the top of the discussion feed - could use this for the rules.  
 Discussion about posting sales. Try out Free Stuff Fridays (first Friday of the month) and open it up to posting items for sale, too. The purpose of the Group is to provide value to the neighborhood  
 What about people outside the neighborhood? Try to focus on PVNA and not worry about folks outside the hood unless they don't stick with our rules. Even new folks outside the hood can join - residents in bordering neighborhoods. It would be difficult procedurally to enforce residency. If anyone, resident or outside the neighborhood, does not follow the rules, they will be removed.  
 Val will set the rules up on Facebook and make them live.
- Continue minutes e-vote approval, absent any Board objection:  
 Follow the same process as in person. Switch to online form? Val and Mb will investigate how to streamline and clarify the process. The trial run went well but could be more clear.
- Status update: Stormwater infrastructure and traffic mitigation on Camilla  
 See Traffic Circle Committee report
- Status update: Bylaws project  
 Vicki and Val want to streamline bylaws so they are enduring and functional. Bylaws will be supplemented by Board policies that are more flexibly amended by the elected Board. In Vicki's experience, this will help run the group more smoothly. Vicki and Val are currently meeting 2 times per month.  
 This may be a wholesale replacement of bylaws rather than a revision. The aim is to finalize a draft by 8/15 so it can be distributed in the annual newsletter for comments and voted on at the annual meeting.  
 Will reference Roberts' rule outline for core bylaws' focus.
- Status update: Nonprofit restoration project  
 Brian and Rachel been figuring out how to re-establish 501(c)3 status. First form a nonprofit corp with the Arizona Corporation Commission (ACC), the state level regulator. We must have articles of incorporation on file with ACC and published in print - cost can be steep but Beth Fuller has experience and can advise. After

nonprofit status is established, we will need to apply to the IRS with Form 1023 for 501c(3) status using our EIN, which we already have. Fee for ACC \$40, tax exempt \$275 with IRS. An annual report is required by ACC. We can see our previously filed reports as a "dissolved entity" on ACC website for template. We also need to file 990 forms with IRS, and can access older copies for examples. Brian reached out to neighbor Darin Guthrie (CPA), who has experience setting up nonprofit corporations; and he provided confirmation of the current approach and offered to help pro bono.

Another necessary step is to generate a proposed annual budget. The bookkeeping software we use should make it easy to generate a report. We will need to include maintenance of nonprofit status as a responsibility in the new bylaws and/or the operations manual.

Rachel and Brian will work on a packet for the May meeting to discuss in more depth.

- Status update: Budget (and advertising rates) project

Rachel and Nancy are working on this. Budget on pause until we have a retreat and the event schedule is decided.

Ad rates - look at other neighborhood associations to investigate what they charge. PVNA formerly charged \$100 per year or \$10 per month for an ad in the weekly e-news. Taking a fresh look for possible web space/icons, blog posts and other products. Separate (higher) rates for businesses outside of PVN.

Potential ad placement - E-news, website (blog posts), annual newsletter from the City (can't do currently but could potentially sell ads to fund additional hard copy mailings). Consider event sponsors.

- Board recruitment update

Patricia Perry and Lorraine Ray were encouraged to consider SE quadrant rep positions, and will be sent information.

Possibility of two reps per quadrant is under discussion but first we will complete the first round of recruitment..

Arlene Danser is in contact with Rich Knutson about potentially taking on the Graffiti abatement work. .

- New Business

- PVNA events outlook

Board retreat soon - take the poll so we can schedule.

Monthly cleaning events - Val will host the first one on a Saturday day in May (possibly 5/20), and encourage others to host other events.

Start at Seneca Park and loop through the quadrant.

Richey Basin also needs attention - litter removal..

At each clean up walk, teach participants to use SeeClickFix on the spot. (Great idea, Paula!)

Reach out to Doolen and other schools for volunteers - they could earn volunteer hours. Steve will check with Tori to see if CHS students can be recruited.

Kat Robey - has been the organizer for the July 4 parade for several years, would like to build a committee to organize this year's event. Solicit volunteers in the e-news as a starting point.

- Nancy - food insecurity - Tucson is the second worst city for food insecurity in the Western region of the U.S. Would like to start a committee to look at the problem and possible solutions. YOTO connection. Community Food Bank. Publicize in e-news and put the call out. Lots of potential ideas but need to gather data as a beginning point. First step is to form a team and design a plan.

- **7:35 PM Guest Updates (10 min)**

- Ward 6

- Dora - Plastics Program pilot - teamed up with ByFusion, AZ Forward Environmental annual awards - project is one of the finalists, 4/29 ceremony in Scottsdale to see if it wins. Two more Tucson locations, west and east, also collecting. Working on agreement to bring BF to Tucson to make blocks here. See Steve K newsletter for more details. Steve K currently has a survey for Ward 6 asking residents what you would fund in City services. Over 2000 surveys submitted so far, open until May 5. Potential for PVN to request blocks from the Plastic Project for beautification projects....ask Dora.

- District 5

- Nicholas gave Val the certificate for Zulany's participation in the Art Contest as a Palo Verde representative. Art Contest submissions are displayed on the District 5 website. Earth Day on Saturday - Lane Santa Cruz' office will work with District 5 in the A Mountain area to do a clean up in the Julian Wash. Info on the D5 website. International Mariachi weekend this weekend, Saturday ([tucsonmariachi.org](http://tucsonmariachi.org))

- **7:45 Neighbors Q&A (10 min)**

- NE quadrant neighbor asked about access to the handbook for potential quad rep. He was given a copy of the Bylaws with current description.

- Paula and Nancy would like to expand the guidance for quadrant reps and will share it for feedback.

- **7:55 to 8:00 PM (5 min)**

- Reflection & Next Agenda Setting
  - Next Agenda:

- **8:00 PM Adjourn** (adjourned at 8:18 p.m.)