

UPCC Board May Meeting Minutes
Wednesday, 5/1/24
Kate's House

Attendees

Kate
Elise
Mike
Rosemary
Jess
Kristin
Joel
Tyler
Rob
John

Agenda

Meeting called to order at 7:08

1. Meet and Greet with Joel Cox. Joel introduced himself and then the current Board Members went around to introduce themselves.

Call for motion to make Joel Mobility Chair. Seconded. Unanimous vote for yes. (Mike to add Joel to Uparkcc.org email)

2. Website and E-Blast

Laura sent out the monthly E-Blast today.

Does anyone have any Wordpress skills? Jess knows it a bit. Consider Jess helping Laura out with website though Laura to remain website gatekeeper.

New submission format for the E-Blast. Please send and title any emails to Laura with content as "Possible E-Blast content."

3. Events (Kate)

4th of July needs and budget- The whole process with the city has become a lot more complicated. John has friend who is an ER doctor that we can use for AED operation. Need to do neighborhood block party barricades. Think the cost is \$350 to rent them from Colorado Barricade. We have to declare it a public event and so now we are getting lumped into festivals etc. with a lot more red tape. We need to go through the Office of Special Events in Denver. Kashmann's office has been helping out/sponsoring. Barricades should be our only real cost. Decision to go ahead and book. Kate needs tax-exempt letter, if we have one. Elise will check if we have a tax-exempt letter to give to Kate for Event needs.. Police and Fire (Engine 16) are

both confirmed. Kate Young will be there. Band confirmed. Need to get chairs from church, will reach out to them a bit later. We also need to distribute notification flyers to neighbors and businesses.

Food Trucks- Don't know which trucks will attend until closer to the date but in general we tend to have 3 savory related food trucks and 1 sweet. Bands are lined up too.

Sing and Sleigh needs and budget- Submitted permit for Sing and Sleigh and asked Kashmanns office to sponsor. Astronomical Society is on board for tours. Santa booked. We have 2 carriages booked. \$2000 is cost. We will get a hot chocolate donation from La Belle Rosette. Need PA system still. Need to price out. Can we get a battery powered option? Ask John about PA system suggestions, battery powered option?, and price out.

4. Treasurer (Elise)

Costs for paper newsletter have been going down. Still planning to only mail out 2x a year. The next newsletter will be in September. We received more donations when the newsletter went out in March.

So far, Jan-April donations total \$5800, year to date. Last year all donations totaled \$6400. Need to make sure we ask for donations AT the events. Still need to apply for Kashmann \$2000 grant. Idea to maybe supply yard signs to people who donated. Need new ones for Food Trucks. Maybe add if you would like a yard sign to membership poll? 13k annual budget for recurring costs. Think some are going down, for instance, no storage lockers, no history books, website costs down, events cost down, newsletter costs down. Will need to keep reviewing.

IRS 990-N form has been filed.

5. Parks (Tyler)

Prairie Park clean up completed. Tyler reported that about 10 people showed and they spent 2 hours cleaning up and were able to get it all done. The Parks survey data is being compiled. Tyler reached out for an overall parks update.

6. Historic District (Rosemary)

Tomorrow night, the committee is holding a celebration for all the homeowners included in the Historic District. Each homeowner will receive a plaque. Having a dinner and celebration program at Fitzroy Place.

Each homeowner is also being contacted about getting a more permanent plaque for the outside of their home. The committee is interested in putting together an in-person walking tour. After a break, the committee will go back and talk to some of the homeowners who declined to see if maybe they would still be interested in applying. The committee would help shepherd them through the application process. .

Additional ideas include a UPCC fundraiser to tour Historic homes, or another idea is a garden club tour.

Idea about creating a self-guided Walking Tour of each of the homes in the Historic District. Perhaps QR code signs in front of houses that link back to the historic home page on UPCC website, and maybe a link to sell more history books.

This thematic non-contiguous Historic District set a precedent within the City of Denver.

7. Safety (Rob)

No new news (is good news).

8. Zoning (John)

No new news. Single Family Zoning/Multi-family and ADUs zoning discussion will likely be coming up. Do we know anything about Noise ordinances? City can come measure decibels. John will look in to this more.

9. Membership (Jess)

Jess created a draft Membership Survey and handed it out for review. Consider using Survey Monkey and Doodle for survey and analysis. Membership survey feedback to Jess by next Friday May 10. Agreement that the Membership Survey should go out as a separate email and not be part of the E-news.

Postcards have been created to give out at our next community gatherings/events to promote the UPCC website and help remind neighbors of key events and products available.

Letters to new neighbors. Membership will aim to send out and hand deliver welcome letters to new neighbors quarterly.

What other neighborhood groups exist within UPCC (garden, ladies night, tree committee?) Are there any other Meet Up groups? (Joel can look up)

10. Secretary (Kristin)

Been working with Laura on various updates to website (events), the new postcard, getting the paper newsletter links updated, E-Blast content, and Social media promotion. Recent social media posts include: UPCC FB posting links to paper newsletter, e-blast links, signing up for e-news etc., UPark Auction. Kristin/Laura/Kate add confirmed bands to food truck night details on website.

11. President (Mike)

Mike emailing all of the Board with a PDF of all of the current uparkcc emails, and then we can start a group email/contact. Mike has access to the old UPCC.us website, wants to archive the whole thing, start with a clean slate. Mike checking up on the non-profit mailing permit. We need to review the Bylaws and amend any to be in compliance. Hoping we can do some more online discussion of certain topics prior to Board meetings.

12. Promotion ideas for events-

Price yard signs (Laura has already done this) need to decide on content.

Add more content to website.

New 10x10 tent (\$110)

New 6x3/8x2 multi-purpose banner (\$108)

Price PA sound system etc. (John)

UPark Fun Run table/tent-Elise, John, Kristin (bring kids walking tour, postcard?)

13. Other Ideas

UPCC Social Event-Elise has offered to host a UPCC Board social event, no talking about UPCC.

Starting a "Neighbors in Need" Group (food, lightbulb, smoke detectors-maybe partner with DU, or create a list of neighbors who can help with certain things) Could Board be a first contact?

Meeting Adjourned 9:20

To Do List:

1. Mike to add Joel to Uparkcc.org email
2. ALL Send and title any emails to Laura with E-blast content as "Possible E-Blast content"
3. Elise to check if we have a tax-exempt letter to give to Kate
4. John will provide any PA system suggestions (battery powered option? price?)
5. Jess will add "would you like a yard sign?" to the membership poll?
6. John will look in to "noise ordinances" within neighborhood more and report back
7. ALL-Membership survey feedback to Jess by Friday May 10.
8. Joel to look into if there are any other neighborhood Meet Up groups
9. Kristin/Laura/Kate to add confirmed bands to food truck night details on website
10. Mike to email all of the Board a PDF of all of the current uparkcc emails
11. Mike to look in to archiving old UPCC.us website
12. Mike checking up on the non-profit mailing permit
13. Elise/Kristin/John to set up and run a UPark Fun Run table/tent (bring kids walking tour, postcard, what else?)

Next Meeting Discussions

1. Review the Bylaws and amend any to be in compliance

2. Decide and order yard signs/content, add new content for website (Historic Homes bio links), decide and order new tent, banners, PA sound system.
3. UPCC Social Event date? (Elise host)
4. "Neighbors in Need" group set up