



General Board Meeting - Agenda & **NOTES** October 16, 2023 - 7:00-9:15 PM

Grace Lutheran Church
1155 N Highland Avenue NE
Atlanta, GA 30306

Zoom Meeting
<https://us06web.zoom.us/j/83583670169>
Meeting ID: 835 8367 0169
+13092053325,,83583670169# US

VHCA Directors: Johnson Bazzel, Melissa Clark, Kim Gnatt, Amy Harward, Karri Hobson-Pape, Lisl Kuegemam Huber, Jess Liddick, Leah Matthews, Scott Nickels, Alex Saucedo, Karen-Jane Wright

Neighbors In attendance: Jack White, Sister Liddick, Hannah

Approval of [Minutes](#) from prior month's Board meeting - **Leah Matthews** - approved

Review Current Agenda - **Leah**- approved

Guests & Elected Officials

Atlanta Police Department - **Chris Butler** - not in attendance

Elected Public Officials & Municipal Representatives - not in attendance

- City Councilman District 6 - **Alex Wan**
- State District 57 Representative - **Stacey Evans**; Kennedie McClung, Chief of Staff
- US House 5th District - **Nikema Williams**
- District 4 Fulton County Commissioner - **Natalie Hall**; Anita Harris - Chief of Staff

Planning Committee Variances - **Alex**

- Variance V-23-136 - address - **875 Glen Arden** - Hannah, landscape architect - reviewed [Site Plan](#). Referred to details on the Planning Summary document. Planning committee voted to recommend support unanimously. Motion to recommend support for the special application and the setback variance conditional on the approval of the city arborist. 11-0 approved to recommend support.
- Variance V-23-144 - **884 Highland View** - Jessica Flake, architect - corner of Barnett and Highland View. Refer to details on the Planning Summary document. Planning committee voted to recommend support unanimously. Motion to recommend support for the variance to reduce the half-depth front yard setback and for the variance to reduce the front yard setback, conditional on the approval of the city arborist. 10-1 approved to recommend support.
- Discussion around when an independent Arborist gets involved in the process. When protected trees are part of the site and/or landscape plan, the VHCA board requests that the Planning committee ask the arborist to make their recommendation prior to the VHCA board vote. If timing does not permit for pre-approval of independent Arborist, VHCA board requests the Planning committee to share a statement with the arborist on what the neighborhood's preferred tree plan is.



Officer & Committee Updates

- Budget - Jess
 - Reviewed Treasurer's Report below
 - Per the bylaws: the budget committee goals and objective: The Board shall establish a Budget Committee whose responsibilities shall include the review and approval of proposed annual budgets submitted by each Committee chair, together with any subsequent requests for funds or budget amendments that exceed five thousand dollars (\$5,000.00). The Treasurer and President shall be co-chairs of the Budget Committee.
 - Jess provided a template for all committees to input their 2024 budget needs. Please submit by 12/15.
 - Tour of Homes net income so far \$8k
 - \$43K cash on hand (not enough to cover initial costs for Summerfest \$40K)
 - \$45K is ideal cash on hand to keep the lights on / maintenance + an additional \$40K to support Summerfest initial expenses
- Communications - KJ & Karri
 - Voice issues will start going out on the 1st & 3rd Thursday of the month on Nov. 2. Submissions due no later than the MONDAY prior. Early is ALWAYS appreciated.
 - VOICE new look and feel done by Megan. KJ was excited about it.
 - Google form for Social Submissions. Megan is creating and will share.
 - KJ perspective that we should ensure not over-emailing. Proposed that we only do dedicated emails (not in VOICE) for major milestones or activities such as 'ticket sales only at 10% of goal' and/or 'urgent commercial development'.
 - Campaign branding proposal - Karri reviewed her desire to kickoff a new visual identity / branding project to use across our assets and communications. Board aligned to initial idea. Karri to scope it and estimate budget to review with board via email. Board to review and provide input campaign initiative document that Karri shared. Next step is to distribute survey to neighbors for input and insights to the brand/VIS ID work. Board agreed to support \$6k for the design work. Karri to initiate a sub committee to meet 1x per week for the project.
- Education / Grants - Melissa & Lisl - no updates
- Elections - Kim - recent election complete. Success!
- Fundraising/Event - Leah & Karri
 - Going to have a calendar alignment meeting with the VHD to ensure calendars are coordinated. Leah working with Katie to schedule.
 - Lisl- Tour of Homes- this weekend! Needing volunteers. Use Volunteer link here!
https://signup.com/mobileweb/2.0/vspot.html?activitykey=1195700320104#choose_jo_bs_page
 - \$15,000 in sponsorships have been raised
 - 300 tickets have been sold. Goal is 500.
 - Buy tickets here! <https://vahitourofhomes.org/web/tickets/buy/?code=vahi#/>



- Historic Preservation - Karri - Initial ideas include Zooms with interesting voices to create learning experiences. History tour leaving from the Highland Book Store.
- Parks - Scott - He's going through the onboarding process. No news to report yet.
- Planning - Amy & Alex - only updates were variances above
- Summerfest - Alex - Met with Debra who agreed to co-chair. They have agreed to the 2-day framework. Now ideating on how best to approach the fest. Considering keeping in June or moving to September (possibly 9/7-9/8). Need to finalize the date by Thanksgiving. Next step is to pick 2 dates and run them by Rick and Robin for their recommendation.
- Transportation & Safety - Johnson & Amy - Kay asked if VHCA would re-up our commitment to the 1st Responders for the annual dinner - requested \$1200.

Old Business

- none

New Business

- **Officer Volunteers - Leah Matthews**
 - President - Leah raised hand
 - Vice Pres - Amy raised hand
 - Secretary - Kim raised hand
 - Treasurer - Jess raised hand
- **Officer Nominations - Leah Matthews**
 - Motion to nominate [Leah Matthews](#) for President - 11-0 Approved
 - Motion to nominate [Amy Harward](#) for Vice President 11-0 Approved
 - Motion to nominate [Kim Gnatt](#) for Secretary 11-0 Approved
 - Motion to nominate [Jess Liddick](#) for Treasurer 11-0 Approved
- **PLANNING MEETING - Kim**
 - Selected meeting date - next Monday 10/23

Announcements

Calendar (All meetings are public)

- [2023 Meeting Calendar](#)

Treasurer's Report

Sponsorships and ticket sale funds raised are coming in from Tour of Homes.

The amount in our checking account after the Tour of Homes must sustain the organization through Summerfest (our next big fundraiser). Caution is recommended on any expenses over \$500 so that we have enough funds on hand to cover up-front Summerfest expenses, such as \$20k for the band and stage, \$20k for security, and much more. For this reason, grants should not be distributed until after Summerfest.



VIRGINIA-HIGHLAND

CIVIC ASSOCIATION

Correction: Concert in September raised \$1,473.10. Previous report of the amount raised did not include the full cost of table and chair rentals.