

LCA Board Meeting 2007.11.15 Meeting Minutes

LOCATION: "Tree House" (____ S. 49th St.)
7:20 pm Convened

PRESENT:

Misia (Tree House), Jennifer (Tree House, in and out),
Ada (Percolator, late),
Teresa and Morgan (4722),
Russel and ____ (Shofam, left early),
Robert (Ailanthus),
Julie (Vortex)

MINUTES PREPARED AND SUBMITTED BY: Robert Monk, LCA Secretary and Ailanthus Board Rep.

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I REGULAR AGENDA ITEMS, PART ONE

A) Insurance/Safety Walk-thru Inspection (Tree House) >> **SEVERAL ITEMS FOR CORRECTION**

II RUSH BUSINESS (INTERESTED PARTIES DEPARTING EARLY):

A) Jay Sand / LAVA Space Donations Processing as Fiscal Sponsoree Question **FINAL DECISION TABLED to DECEMBER MEETING**

B) Grants for Shofam/Tree House Roof Repair/Replacement **FINAL DECISION TABLED TO APPROVAL VIA EMAIL/PHONE**

III REGULAR AGENDA ITEMS, PART TWO

A) Community Check-ins

B) SCHEDULING: Next Board Meeting >> **12/13/07 @ Vortex**

IV OLD BUSINESS

A) PROPOSAL/DISCUSSION: NASCO Membership -- member count and funding

B) REPORT: Ailanthus Mission Statement Presentation (Attached--"Appendix A")

V NEW BUSINESS

A) ACTION: Review LCA By-laws >> **DELEGATED**

VI REGULAR AGENDA ITEMS, PART THREE

A) REPORT: Finance Report (Attached--"Appendix B")

1. Budget Approval >> **TABLED**

2. Automatic Agenda Items (overdue cost-share) >> **TABLED FOR MORE INFO**

_____ **END AGENDA / TOC** _____

ANNOUNCEMENTS:

Morgan and ____? are running a 'luncheonette' at A-space each Wednesday, from Noon 'til 3pm.

Robert is encouraging other communities to join up and seek a volume discount together for annual furnace servicing and a discounted repair price schedule. The single-unit price is about \$150/year. The company is 72 Degrees_____

ACTION ITEM: Robert to fill in the info above, and announce in a separate email.

TABLED ITEMS

- 1) Question concerning equity of cost-share among housing of varying qualities.
- 2) Questions concerning funding plan for NASCO membership.
- 3) Collection of updated leases for all tenants, and membership agreements for any new members.
- 4) Criteria for spending from communities' \$4,000 annual maintenance discretionary budgets.
- 5) DISCUSSION: Fancy House options.
- 6) DELEGATE: Committee to explore financing/sale options to fund catch-up on deferred maintenance.
- 7) DISCUSSION: How to process Jay Sand / LAVA Space donations of in-kind construction materials, etc.
- 8) PROPOSAL: Updated Grant Requests for Shofam and Tree House for roof repairs (Tabled to EMAIL).

ACTION ITEMS BOARD MEETING 20071115

ACTION ITEM: Tree House correct walk-thru inspection issues.

ACTION ITEM: Julie to watch for bid info from Tree House, Shofam, follow up with Board Members to ensure consideration and explicit approval or rejection.

ACTION: Ada to follow up with Julie on leak status.

ACTION: Julie to follow up with Trama, in the roof event leak persists.

ACTION ITEM: Misia to head up fund-raising for NASCO membership WITH HELP FROM OTHERS, TBA.

ACTION ITEM: Robert to verify Boardmembers' reading of by-laws while they are on the toilet.

ACTION ITEM: Misia to clarify with Naima and Steve the status of Nyumbani account.

ACTION ITEM: Robert to provide 72 Degrees furnace servicing info, and announce in a separate email.

MINUTES

I REGULAR AGENDA ITEMS, PART ONE

A) Insurance/Safety Walk-thru Inspection (Tree House)

The walk-thru inspection identified several safety/insurance items needing correction:

1. Basement extinguisher certification expired.
2. 1st Floor extinguisher certification expired. Random extinguishers should be re-deployed or returned to a servicing company.
3. 2nd Floor extinguisher certification expired.
4. 2nd Floor Hall exit sign -- replace bad bulb (it will be a special bulb, so bring it to hardware store).
5. 3rd Floor extinguisher certification expired.
6. VERIFY AND LOCATE FOR OCCUPANTS A 3FL FIRE LADDER FOR WINDOW ESCAPES
7. Attic smoke detector missing -- install battery powered smoke/CO detector.
8. Attic extinguisher was not located. Install one.
9. VERIFY AND LOCATE FOR OCCUPANTS AN ATTIC FIRE LADDER FOR WINDOW ESCAPES
10. Outdoor floodlight at SW corner appears not to be working - replace bulb? sensor?

ACTION ITEM: Tree House correct inspection issues.

Miscellaneous new maintenance items were also noted during the walk-thru, including...

1. Smell of mold throughout house, presumed due to longtime roof leaks.
2. Rear door has been repaired.
3. 3rd Floor Mid and Front are tripping breakers when space heaters are used. (coordinate space heaters to be on different circuits, may solve problem).

II RUSH BUSINESS (INTERESTED PARTIES DEPARTING EARLY):

A) Jay Sand / LAVA Space Donations Processing as Fiscal Sponsoree Question **TABLED to DECEMBER MEETING**

1. JAY SAND PRESENTATION ON BEHALF OF LAVA SPACE AND HIMSELF

Lava Space is a community action and media center. Became sponsoree of LCA for non-profit status, in case any big donations were to come through.

No big donations as of yet.

However, several individuals have contributed 'construction loans' of in-kind materials to LAVA, and are exploring tax write-off as donation to LAVA (LCA).

Jay has written off similar in-kind donations through Philly IMC's sponsor NSCF, in the past. This would be similar.

Jay's accountant and Steve both indicate no sense that there would be a problem, even for claiming donations over multiple past tax years.

Jay's donations total around \$10,0000.

Board memory is that the fiscal sponsorship arrangement was most recently established with a fee of 5% for donations received for sponsorees.

Splitting up donations over tax years? -- could save LCA from reporting standards of a certain threshold.

2. DISCUSSION

Julie-- LCA has generally lost money -- we're not likely to reach any threshold.

Jay: Part B is we're just wanting to maintain our relationship with our sponsor, the LCA.

Rob: How much trouble would this be for Steve?

Julie: Concern is that the donation is documented completely, otherwise not much trouble.

JAY: Part C -- Any relationship issues? Notice of donations coming in?

Russel: we could use donations ourselves!

Jay: LAVA has a pretty good venue space, has been used for benefits.

Julie: how would taking 5% from donation work?

Jay: I would have to pay it. I can also look into in-kind donations thru NSCF, to see what the standard practice is for in-kind donations and sponsorship fees.

JAY: Deadline: January

Robert (others): Let's decide about this at next board meeting. (informal consensus).

B) Grants for Shofam/Tree House Roof Repair/Replacement >>TABLED TO APPROVAL VIA EMAIL/ PHONE

Discussion ranged over several topics, including 1) Availability of funds if we resort to spending from emergency fund, and possible other emergency needs coming up; 2) Spot repairs vs. Long-term fix, redundancy and 'spottiness' of spot repairs when a bigger fix is needed; 3) Legal question of contract status on previous (spot) repair plans; 4) Financing by contractor(s); 4) Marked deterioration of Tree House attributable to longstanding roof leaks -- relative urgency vs. Shofam.

APPROVED (informal consensus):

Have Tree House's contractor bid on Shofam. Have Russel's contractor bid on Tree House Roof. Coordinate approval of both major roof repair bids/grants via email.

* Get info about financing the work.

* Get bids with financing and without.

Approve work by consensus on email, with telephone follow-up by Julie.

ACTION ITEM: Julie to watch for bid info from Tree House, Shofam, follow up with Board Members to ensure consideration and approval/rejection.

III REGULAR AGENDA ITEMS, PART TWO

A) Community Check-ins

1. Julie (Vortex):

Going around doing patch-work from various old water-stained areas. Small plumbing leaks here and there. Windsor Ave. Halloween was fun -- sad without Barbara.

2. Teresa, Morgan (4722 Association):

Got a new stove in apartment.

Roofer coming to install new top roof coating 'elastomeric coating with fiber mesh' plus another coating. Paying out of \$4000/year maintenance fund.

Getting estimates for A-space front doors -- probably will be too expensive.

Mural progressing.

Jaysun to demolish interior water-stained plaster.
Barbara memorial tree - Tim Dun working on getting a bench installed.

3. Misia (Tree House):

Back door fixed. Put glass panes in place of plexiglass?
Washer-dryer repair/replace on back-burner while roof repair being moved on.
Serena progressing in Attic improvements.
Mold issues continue... basement not too bad since cleanout of personal property.

4. Ada (Percolator):

Trama warranty progress not great.
Esme going away -- (Francesca's daughter) -- filling with Adrian temp.

DISCUSSION:

Julie: check with Ian -- is the leak continuing?

Julie: I had some success following up with Trama, then paused while alley dumpster process went on.

ACTION: Ada to follow up with Julie on leak status.

ACTION: Julie to follow up with Trama, in the roof event leak persists.

5. Rob (Ailanthus):

No new maintenance.
Furnace needs replacing -- by end of 2008 would be about right.

B) SCHEDULING: Next Board Meeting >> 12/13/07 @ Vortex

IV OLD BUSINESS

A) PROPOSAL/DISCUSSION: NASCO Membership -- member count and funding

Morgan got membership count from Board rep's present, and the meeting made estimates of adult members for Nyumbani, Shofam, with total membership coming to 35 members. => \$350 initial joining fee.

The Meeting noted we'd proposed funding the fee from one or two fundraisers.

Teresa proposed 4722 fronting the initial joining fee against future fundraising, pending 4722 approval.

ACTION ITEM: Misia to head up fund-raising WITH HELP FROM OTHERS, TBA.

B) REPORT: Ailanthus Mission Statement Presentation

Robert submitted copies of Ailanthus' mission statement for review by the Board.

V NEW BUSINESS

A) ACTION: Review LCA By-laws

Robert distributed copies of the current by-laws. Folks will read the By-laws while on the toilet.

ACTION ITEM: Robert to verify Boardmembers' reading of by-laws while on the toilet.

VI REGULAR AGENDA ITEMS, PART THREE

A) REPORT: Finance Report (Attached -- "Appendix B")

Julie brought a copy and read thru the Bookkeeper's (Steve's) finance report.

1. Budget Approval

The meeting noted that Steve had not submitted a finalized FY 2007-2008 Budget for Board approval.

2. Automatic Agenda Items (overdue cost-share)

The meeting had difficulty interpreting "Nov-Oct Costshare" in the account statement for Shofam. Maybe Steve didn't delete "Oct" from a previous report.

It appeared from the report and from Naima's (Nyumbani) email prior to the meeting, that Nyumbani is more than two

months behind in cost-share.

ACTION ITEM: Collector (Misia) to clarify with Nyumbani and Steve the status of their account.

APPENDIX A

Ailanthus Vision Statement: An Ongoing Project

From House Meeting Discussion July 11, 2007:

Ailanthus seeks to be a place where a diverse group of people who have made non-traditional life choices (personal, political and spiritual) can have a home and a connection to a community, both within the house and the larger community. Ailanthus supports these choices through mutual support, community activities (sharing meals, holiday celebrations), affordable rent, an emphasis on sustainable living (shopping locally and organic, pooling resources in order to lower our environmental impact, gardening, recycling and composting). We seek to remain aware of the gift that this is and to continue to contribute to the maintenance of the house and the community.

Ailanthus also seeks to be a place where people from outside the Ailanthus household can find welcome. We want to offer a place where people can come and relax and connect through events such as our potlucks. We also want to share our home with people who are visiting the community for training and events. We want to offer them both a place to stay and a place to be part of our community.

APPENDIX B -- LCA FINANCIAL REPORT

November 2007 Financial Report:

Who owes what:

Ailanthus -- Nov Cost Share & Final Financial Report

Nyumbani -- Owe \$302 (Old Cost Share) & Nov. Cost Share, \$1384 unspent maintenance money, Q3 receipts & Final Financial Report

Percolator -- All Paid up

Quilumbo Shofam -- Nov Oct. Cost Share, Final Financial Report and receipts from Q1,2,3

Tree House -- Owe \$469.99 (Oct 05) & \$990 of Nov. Financial Reports FY06-07 Q1&2, Receipts from FY05-06 Q2-4 and FY06-07 Q1-4

Vortex -- All Paid up

4722 -- All Paid up

Pentridge Children's Garden -- \$213 this year's property tax

Harmony House -- Owe Jun06, Jul06, Sept, Oct, Dec, Jan, Feb, April-Nov. loan installments (received a payment in 8/06, 11/06 & 3/07)

Harmony House -- \$10976 Debt from FY03-04 & 04-05 & 05-06 (Original Debt was \$7600 in Owed Cost Share + in \$5076 Owed Maintenance, so far they have paid \$1600)

Current Balance:

\$12,489 in our general fund (This can be used for maintenance grants)

\$10,000 in our emergency fund (the goal is to have \$10,000 for emergency maintenance)

\$10,800 set aside for our property taxes which are due in February (I am setting aside \$1200 a month)

Agenda Items:

Notes:

\$800 was sent to Garth Gill for furnace work at Percolator

\$975 check was written to J.L & Sons Contractor for Tree House's Roof