

RCNA Meeting Agenda

March 17, 2016

- I. **Roll Call**
 - a.
- II. **Open Floor For Attendees – limited to 3 minutes each**
 - a. Eleanor & Bruce Thompson – with PRO Martial Arts
 - b. Kelly Morelli & Terron Evertson – Williamson County Road & Bridge
- III. **Review & Accept Previous Meeting Minutes**
 - a.
- IV. **Treasurer's Report**
 - a. Jason has agreed to remain on the board indefinitely as long as attending board meetings or events is not a requirement
 - b. Brian has agreed to present the treasurer's report for Jason as needed
 - c. Add board members to checking account – need signed minutes from Feb & March and?
 - d. Perhaps change checking account for a single signature – if we need to – ask at bank
 - e. Brian looking into Paypal non-profit rates
 - f. Possibly get non-profit rates for Eventbrite & Square as well
- V. **Membership Report**
 - a. Will has taken over membership tracking & weekly PO Box checking from Jason
 - b. Will to report current membership numbers at meeting
 - c. Membership listing will be kept up to date on the Box app – anyone who needs access ask Will
- VI. **Scholarship Update**
 - a. 2016 scholarship form is on the web
 - b. Discuss contacting a McNeil High counselor
 - c. Discuss changing the 2-4 page essay to a 1 page essay
 - d. Discuss changing the due date – later or earlier
 - e. Why only entering freshman and not returning students?
 - f. Mention teen hours tracking spreadsheet
 - g. Mention certificate to award teens after service – template located in Box
 - h. Are scholarships mentioned at teen nights at the pool?
- VII. **ACC Report**
 - a. What do we need to discuss? Current projects? Updates to the website or form?
- VIII. **MUD Report**
 - a. Will to present anything interesting from the MUD meetings
- IX. **Past Event Review & Lessons Learned**
 - a. Drive through membership day
 - i. 23 memberships
 - b. Neighborhood Garage sale
 - i. Advertisements
 - ii. Signage
 - iii. Response?
 - c. Happy Hour Membership Drive
 - i. Little Woodrow's was PACKED at 6pm – at least 3 other organized happy hours, and raining outside so most of patio was closed off
 - ii. 4 memberships

- iii. At least 18 people showed up throughout
- X. **Upcoming Events**
- a. Will has emailed event calendar to MUD for approval and notification of which events will have alcohol
 - b. Easter Egg Hunt – 3/26
 - i. Update from Dallas
 - ii. What prep is needed – am time to arrive, transporting eggs, RCNA table set-up, collecting and keeping empty eggs, etc
 - iii. Do we need signs?
 - iv. Request to purchase new orange construction fencing
 - v. Request to purchase bullhorn
 - c. Happy Hour – 4/14
 - i. Anything to add or change?
 - d. Crawfish Boil – 4/23
 - i. Eventbrite is up and taking payments
 - ii. Good attendance is good but not overly important – basically we buy as much as we can
 - iii. Will has contacted Mark Billiot, Leon Fainbuch, and Brad Jones – all are lined up
 - iv. Will need still needs to get details from Renee regarding keg & beer donations for crawfish boil and other events
 - v. MUD has been notified of our date
 - vi. Brian working on bands – focusing on local neighborhood talent
 - vii. Consider hiring craigslist guy to handle trash – if we don't have any scholarship teens that volunteer
 - viii. Maybe have a dolly on hand for trash – just take an entire trash can at a time
 - ix. Food permit? Jason remember us having one last year, Brian believes we don't need one if our event is under 4 or 5 hours – Will to verify
 - e. Pool Party – 5/14
 - i. MUD has been notified of date
 - ii. Anything else needed to be done right now lifeguards or cops?
 - f. 4th of July Parade – 7/4
 - i. Drum line or musician - Update from Brian
 - ii. When (and from where) do we order our awards for best dressed pets & spokes?
 - iii. Who knows boy scouts that can help with watermelon?
 - iv. How early do we need to contact fire truck and sheriff to get on their calendar?
 - g. Adult Swim - 8/12 (tentative)
 - i. MUD notified of date
 - ii. Set up Eventbrite and charge small cost for entry
 - iii. Hours determined by Bill Burke & lifeguard staffing.
 - iv. Minimum 2 lifeguards on site needed
 - h. Rattan fest – 9/24
 - i. MUD notified of date
 - ii. How soon do we need to form committees to handle different tasks?
 - iii. Deerpark MS PTA has been notified
 - iv. No conflict with Pond Springs
 - v. Brian idea – Rattan's Got Talent – talent show
 - vi. Discuss charging extra for electricity
 - vii. Discuss charging different booth prices for members and non-members

- viii. Booth limits – current space about 30, Jo Jones says we can take over extra space and fit 50-60 booths
 - i. Possible: Flag Football in Park
 - i. Didn't work so well in the past; need to discuss if we try again
 - j. Caroling in the Park: Date TBD
 - i. Ashley wants to redo the songbooks
 - ii. Will has the old supply of songbooks
 - iii. Chad Lloyd definitely willing to be Santa again
- XI. Upcoming Events**
 - a. Town Hall?
 - i. When do these generally happen? How many per year?
 - b. Movies In The Park?
 - i. Jason wouldn't mind spending \$500 if we can get a summer movie in the park
 - c. Winetasting?
 - i. Approved by MUD for November 2015 according to July 2015 meeting minutes – did this ever happen?
 - d. Halloween?
 - i. Maybe outside at the park somewhere?
- XII. Facebook / Nextdoor**
 - a. Sparkles Rattan
 - b. Facebook events & invitations
 - c. Add upcoming events as a post on Nextdoor? Any volunteers?
- XIII. Newsletter**
 - a. Door hanger flier update
 - b. rattancreeknewsletter@gmail.com – unchecked for over a year – Jamie / Jill / Dennis
 - c. Cost us about \$5700 to print and deliver last year – but took in about \$5300 in ad revenue - \$3860 from MUD for their 4 pages in every issue – and probably would have taken much more if the email had been checked
 - d. Becca Shwartz has volunteered to potentially help out with tracking ads
 - e. Possibly end the newsletter completely
 - f. Possibly go all digital – maybe 3 or 4 issues a year –
 - g. Possibly mail printed editions only to members – and only by request – so mail out to a small subset of folks and save big on both printing and delivery costs
 - h. Possibly do only 1 big printed delivered newsletter at the beginning of the year going forward – keep our prices for advertising
 - i. Possibly only do a printed flier once a year that goes to everyone and then go all digital after that
 - j. Possibly only print like 100 – 200 and leave them at the community center – no delivery
 - k. Possibly keep things the way they are and recruit support for Jill
 - l. Poll is up on the website
 - m. Discussion about the future newsletter direction
- XIV. Website / Email**
 - a. Emails are going to out our subscription list weekly – if you want to preview the emails let me know – written on Sundays and sent on Tuesdays
 - b. We now own our hosting & domain name – not quite that way before
 - c. emails have been created for everyone who requested them
 - d. board@rattancreek.org is the email to use when you want to contact everyone at once

- e. There is a teen services page under teen heading – babysitters, mowers, jewelry makers, bands, etc - already have our first taker
- f. Start allowing members to advertise their businesses on the website – free for paid members – “Our Sponsors” – gets pulled when the membership lapses by 1 month in January
- g. Consider paid ads along sidebar of website – discuss possible cost and time of ads and number of ads – balance revenue with workload on webmaster
- h. Directions are being created, past events are being created
- i. A “support the RCNA” page with affiliate links?
- j. Online Store ideas?

XV. Lagniappe

- a. Supplies
 - i. Will has uploaded inventory list to Box – signs & stakes, santa suit, Christmas decorations, caroling books, flag football equipment, 3 5 gallon beverage coolers, t-shirts, RCNA banner, Rattan Fest Banner, office supplies, community center picnic supplies, traffic cones – Operating Procedures – “RCNA Supplies.xlsx”
- b. Storage
 - i. Currently Will’s house serves as storage
 - ii. What is the history of our storage solutions?
 - iii. Brainstorm more permanent solution
- c. Signage
 - i. How many signs should we have for each event?
 - ii. Do we need to order additional signs for any events? (build-a-sign?)
 - iii. 2 - Membership Drive Potluck
 - iv. 3 - Rattan Creek Neighbor Garage Sale
 - v. 1 - Easter Egg Hunt (incorrect times)
 - vi. 8 - Crawfish Boil
 - vii. 5 - Members Only Pool Party
 - viii. Signage - Tamayo & Elkhorn - by the marquis, Dallas & Tamayo, Los Indios & Dallas, Parmer & Dallas, Tamayo & Parmer??
- d. Updating the By-Laws
 - i. **Article 14, Section 1** - Amending the Certificate of Formation requires a 2/3 vote of members present at a meeting where there is a quorum
 - ii. **Article 6, Section 5** - Quorum – “A majority of the incumbent Directors (not counting vacancies) shall constitute a quorum for the purposes of convening a meeting or conducting business. At Board meetings where a quorum is present, a majority vote of the Directors attending shall constitute an act of the Board unless a greater number is required by the Certificate of Formation or by any provision of these bylaws”
 - iii. **Article 14, Section 2** - “These by-laws may be altered or amended in whole or in part, or repealed and new by-laws may be adopted by a majority of the Directors present at any meeting or any if at least three (3) days written notice is given of an intention to alter, amend, or repeal these by-laws or to adopt new by-laws at such meeting, and such notice contains a statement of the nature of the proposed amendment(s), and shall become effective upon adoption.”
 - iv. Specific potential changes to be discussed at next meeting – so if you are interested, read through and note what changes you’d like to see
- e. Old RCNA Google Accounts

- i. Looking to get in contact with Alex Hill – name is tied to an old google email
- f. Membership Card
 - i. Did this ever actually happen in the past? Do we want to mess with it?