

West End Park Neighbors Board Meeting Minutes

Sunday, August 22, 10 a.m.

3127 Belwood St.

Four board members present (John Mogan, Dave & Valerie Medovich, Margaret Bean). Three additional neighbors participated in a planning session for neighborhood clean up day (Nina Knapp, Patti Polk, Tami McInerney).

Clean Up Day Discussion

- o Clean Up Day is a day to clear out existing trash from alleys and walkways rather than to collect bulk items or brush
- o Metro provides t-shirts, gloves, and bags for volunteers to use & then collects the bagged trash within a few days of the clean up
- o Need a central meeting place to distribute supplies and start day off right. Patti offered her house for a lunchtime celebration after the clean up, so we might use her house as a morning meeting place too. We discussed having coffee and doughnuts in the morning and inviting Councilman Whitmore to either the morning or noon gathering.
- o Metro distributes flyers informing neighbors. We would like to make our own flyer for Metro to distribute using the info Metro sends out so that we can emphasize why we are organizing the day and how we'll celebrate it.
- o Agreed that a date in October might offer cooler weather and not too many leaves obscuring trash. We chose Saturday, October 9 (with October 16 as a rain date).
- o Need to recruit volunteers to meet our goal of involving as many people as possible in enhancing the beauty of the neighborhood. Assigned "alley captains" and discussed ways to recruit volunteers.
- o Discussed what we might do to prevent future trash build-up, such as looking into whether we can get donated trashcans to replace broken ones. We'll also look into having unused recycling bins removed from the neighborhood.

Traffic Calming

- o Lynette, who reported on the program at the July neighborhood meeting, filled out an application form for the Metro Neighborhood Traffic Management Program. The association president must sign the form after reviewing it with the board in order for our neighborhood to be considered for the program. The board approved the submission of the application.
- o Guidelines can be reviewed online:
<http://www.nashville.gov/pw/mntmp/manual/guidelines.htm>

Becoming a Nonprofit Corporation with Tax Exempt Status

- o Valerie and Margaret attended two excellent informational workshops on becoming a 501(c)(3), and the third workshop (on August 31) is an opportunity to get help completing the necessary forms.
- o There is a way to get grant money without becoming a nonprofit ourselves: using a fiscal agent. The Neighborhood Resource Center has acted as a fiscal agent for several neighborhood groups. Our status should not hinder us from seeking grants.
- o After some discussion, we decided that we are probably not yet ready as an organization to afford the initial costs and to submit all the necessary info to the IRS, such as a detailed business plan and financial statements. We agreed that we should keep the kind of records that will help us apply in the future.
- o Questions that remain are:

1. What kind of tax returns must we submit if we apply for an employer identification number from the IRS? (The EIN is needed to open a bank account.)
 2. Should we register as a nonprofit corporation in Tennessee, even if we are not yet ready to apply for tax-exempt status with the IRS? (The cost is \$150 the first year and \$20 each year after.)
 3. What are the differences in the cost and coverage of liability insurance for corporations and associations?
- o We discussed the usefulness of learning from other neighborhood groups in this area. Margaret will call Woodland-in-Waverly and Hillsboro-West End.
 - o We discussed the importance of collecting dues from members, which is one reason that we need to know more about the repercussions of getting the EIN & bank account. Recent neighborhood activities should encourage support (West End Park signs, Night Out party, Bulk Item Pick Up, and Clean Up Day).