

CHCA BOARD OF DIRECTORS MINUTES

Thursday, October 27, 2022, at 7:00pm

In Person at SCHA, 500 W. Willow Grove Ave. – Haber Room & Via Zoom

In person: David Caulk, Beth Wright, Cathy Brzozowski, Kathi Clayton, Richard Bartholo, Laura Lucas, Laura Lenhardt, Matt Rutt, Jason Pierce, Jeff Duncan, George Demming, Camille Peluso, Lindsay Toconita, Ted Edwards, Ross Pilling, Jeff Duncan, Tim Breslin, Gregory Lattanzi.

Guests: Anne McNiff (Executive Director), Doug Martenson, Karen Pilling

On zoom: Anne Standish, Cynthia Fillmore, Tony Banks, Christina Reichert.

1. President's Welcome (Approval of September special meeting minutes & email vote)

a. Annual Appeal – Kathi thanked the Board members who responded to her request for testimonial from the Board regarding why they think it is important to give to the CHCA. This will be used in the annual appeal campaign. It was agreed to create group to strategize appeal and membership promotion.

b. Governance Committee – vote needed on co-chairs and additional member

A motion was made to elect Laura Lucas and Beth Wright as Co-Chairs of the governance Committee, seconded. Motion

Additional Member - Dan Pulka. New addition to Governance Committee. Previously VP of Operations. Great advocate of CHCA. Depth of understanding of bylaws. Real desire to be reengaged. Runs one of the biggest law firms in the city.

Vote: Unanimous - YES (22). Opposed. None.

2. Physical Division – Joyce Lenhardt (standing in for Larry)

a. 301 Rex Ave – Zoned RSA-3 – Requesting a variance for an accessory structure of 267 SF; limit of accessory structure is 130 SF. Committee supported it unanimously, under the condition that intention to use it for family use, and not for rent or temporary lodging is memorialized. Cool non-conforming structure. Jody Greenblatt (property owner) joined the meeting to answer questions.

Richard Bartholomew –Reporting for HDAC – Provision requested further exploration of the fenestration which was not in keeping with the original structure. What is the plan? Owners still figuring out next steps. Approval requires that change in plans for the windows on the staircase be brought back to the DRC for consideration. Motion to remove “On the staircase.” Much discussion. Final motion: Recommendation is to support the variance request as presented with two project provisos:

1. That the structure not be used for temporary lodging
2. That any change in plans for the windows be brought back to the DRC for approval

Kathi Clayton – Motion to vote. David Caulk (2nd to vote).

Approval (17). Online (4).

b. CHDPG (Chestnut Hill Development Planning Group) update - Anne

At the October 21 meeting there was discussion of purpose and membership of ad hoc committee or think tank. Purpose: Purpose – CHDPG is a think tank to consider planning challenges and opportunities in the community

Membership – Each of the member organizations (Conservancy, CHBD, CHCA, FOW)

can send 5 representatives, excluding executive directors and presidents, and excepting FOW, which can send 1 representative, be it the executive director or whomever they choose to send. Also, the facilitator is excepted.

Celeste Hardester is the group's facilitator

Philadelphia 2035 – No one at PCPC (Philadelphia Planning Commission) able to confirm time line.

3. Financial Report – David Caulk

New budget and finance committee. Monthly cadence and meetings. Now sharing monthly financials. Thank you to Cathy Brzozowski and Beth Wright for engaging. Line item: \$15,000 of grants approved by board – Friends of Jenks, Friends of Library, and Water Tower. All greatly appreciated.

Working to develop a budget, with comparison to previous years.

Celebrating success of Fall Frolic. Advantage of Cricket Club as venue – if a member sets up an event, you are not charged a fee. Special thanks to the Chestnut Hill Hospital and Merrill Lynch for their sponsorship and huge support.

Had meeting with John Durr re: Chestnut Hill Local to get better sense of their finances. Is it possible for further partnership with Local on membership drives. CH Local – Proposing a 5 million dollar capital campaign.

4. CH Community Fund

a. Investment Presentation – Jason

Community Fund Portfolio – Last cadence was five years ago. Moving forward, will now be presented on a quarterly basis. (\$819,000). 80% in Equity. Goal to have fund last in perpetuity. Aggressive investing. Report on different holdings. Fund is down 19.87% in 2022.

2014. 2019. No action by the fund. Great for the investment. Non-compliant, as a non-profit foundation: income had not been spent every year to the level the IRS requires.

2021 - \$15,000 given by the CH Fund via the CHCA community association.

Account started in 2001 with 20,000 or 30,000. In 2007 – CHCA sold a second property. \$621,000 in income. Also a bequest of \$200,000.

No immediate change in investments planned. Losses in line with markets.

Finance committee actively looking at possible changes to portfolio based on market cycles. Looking at areas of economy which are providing good/better dividends.

CHCA Assets

15/20 year approach. No equities. Primarily cash. Bonds – set aside as the Tree Fund. \$125,000 in money markets. \$83,000 in bonds. Still conservative, but generating income. Should be the goal to grow the assets.

Laura Lucas – IRS Guidelines re: a supporting organization are being followed – However, board level discussion and strategic planning over the Chestnut Hill Community Fund still necessary. 75-year anniversary for Town Hall coming up.

b. Update on status – Ted Edwards – Attorney with Troutman and Pepper.

Fund. 1.34 million (down from 1.43 million.) – Cash (207,000), investments (935,000), fixed (real estate - 8434 Germantown Avenue property) \$9,100 per month. Investments down. Audit cycle beginning in the coming months. Will included real estate maintenance update.

Andrew Glendening – Volunteer contractor and trustee of the fund currently facilities manager. Building well taken care off.

5. Proposal for Community Partner Updates - Kathi

Proposal that institutional partners should submit a written update to the board, to inform about events or happenings at the partnering organizations, if there is something taking place.

Now six institutional partners. Each meeting, one partner would give a ten-minute presentation (in depth) on the ongoing at their institution. Things that are not heard, but are important.

6. Social Division

a. Fall Frolic final report - Kathi

Report submitted to board.

b. Circle of Trees – Anne - Business Association and CHCA and Woodmere – Holiday event. November 19. 5:30 – 7:00pm.

c. Holiday Parade – Anne - December 10, 2022 – Brian Tilley heard the CHCA board that we needed a rain date. Police agreed to a rain date. Rain date: December 17. Looking for board members to carry the banner.

7. Membership – Lindsey Toconita

1,230 active members. Still searching for a membership coordinator. 3Q – Challenging membership recruitment. No staff. Numbers continuing to grow over five years. Can we find co-chairs of the membership committee.

Need to recreate the Holiday House Tour. Need a committee. Who will volunteer?

Anne McNiff – CHCA meeting with CH Local weekly to explore and implement membership initiatives.

8. Community Input

Cynthia Fillmore - Parking Foundation – Has open seat for member of CHCA – Matt Rutt has offered to take the seat. Business Association – Halloween on the Hill has begun as of today. Window decorating contest – 11 participating. Vote online. Wednesday, November 30 – First Stag and Doe night.

Cathy Brzozowski – Come to dinner and discussion hosted by Chestnut Hill Hospital regarding the health of our community. Wednesday, November 9. Annual toy collection taking place for the Salvation Army in Roxborough.

Janel Baselice – Jenks library officially opened. Donations accepted.

The Chestnut Hill Hospital is hosting its annual toy collection for Salvation Army in Roxborough.

Alex Burns - Quintessence – Performing arts are down 30% in Philadelphia. Support the live arts. Go see a show!

Move to adjourn the meeting. Camille seconded the motion.