

Upper Hurstville Security District (UHSD) Board Meeting Minutes: Q2 2017 July 12, 2017

Attendees: Patrick Talley, Jay Seastrunk, Rebecca Norwood, Brooke Duncan, Matt French, Tim Gold, Ouida Laudumiey, Ben Waring,

Absent: Ben Waring, Doug Finegan

Guest(s): Karen Duncan, Katherine Smith, Jennifer Dupre of NOPD

- Minutes: March minutes approved and accepted with addition of votes on board appointments
- Summary of officers (term expiration):
 - Pat Talley – President
 - Brooke Duncan – Vice President
 - Jay Seastrunk – Secretary (2020)
 - Doug Finegan – Treasurer (2019)
 - Rebecca Norwood (2020)
 - Tim Gold (2019)
 - Ouida Laudumieys
 - Matt French
 - Ben Waring
- Patrols:
 - Jennifer Dupre has taken over as coordinator from Chris Hart
 - Staffing of Patrols has been much smoother with fewer absences
 - Office Dupre has been with NOPD 20 years, 6 years in Uptown and 3 years in the 2nd district
 - Patrols have been moving more and are less stationary
 - Phones not turning over has been an issue but have not heard complaints about it recently
 - NOPD needs to verify the transfer is handled correctly.
 - Recent break in of Scott Zanders Garage was discussed
- Security District Owned Cameras:
 - Paid for the server provided by project NOLA with space for 16 cameras. 9 Cameras are currently on it.
 - Need to identify strategic locations – Bruce Worley will help with agreements and then get them to contact installers and shepherd the process.
 - Motion to grant access to UHSD paid security cameras to Jay Seastrunk and Matt French passed unanimously
- Upcoming Security District Renewal Election
 - Need to have a board resolution before November 1st of this year in order to get on the ballot for May 5th 2018. November 6th 2018 is last possible day
 - Must send resolution to City Council by 1 November 2017 this year – and must make some decisions.
 - Must have 2 resolutions – Pat and Karen to work together.
 - Karen Duncan prepared written report regarding elections and renewal or parcel fee
 - At next board meeting we will present resolutions to go before the city council.
- Crime Prevention Discussion:
 - Should have all 16 cameras installed by end of year.
 - Proposal to provide monitor equipment to NOPD at dispatch who could monitor cameras at night for \$200 to \$500.
 - Discussed a neighborhood committee to pay for limb cutting – will identify tree issues and have a board member reach out
 - Porch Lights On – Discussed passing out flyers to dark houses
 - Rebecca will help put together
 - Brooke Duncan indicated that Gurvich regularly checks on Circle K
 - Bait Car Deferred – of questionable value for cost.
 - Motion Detector Cameras – can still be done – not urgent
 - Camera Monitoring in the NOPD Office
 - Patrol Bikes are an option – reduces costs
 - Increase vigor in following suspicious vehicles bikes etc.
 - Supplements manpower in our district with city wide supervisors in addition to the patrol.
- Record Retention Policy Discussion:
 - Options Discussed nothing finalized
 - Record retention policy 3 years
 - Department of Revenue is 5 years

- o Recommend that we keep records for 5 years and keep longer since we have only been around 5 years. Do not want to saddle board with responsibility of records that they do not have to have.
- o Keep minutes for 2 terms to cover a change of officers.
- o Beyond four years you could lose something, compliance with 3 years – contracts and agreements for 10 years. Public Docs and Financial Docs 4 years.
- o Keep bank statements forever
- o Cloud account as an organization
- o Katherine to Investigate Electronic Storage Items for another meeting.
- Financial Report
 - o as of 31 May 2017 was provided by Treasurer and reviewed. A copy of the report is on file with the minutes
 - o Billing by NOPP is questionable in its accuracy
 - o Under Budget for Patrol
- Ethics Reporting
 - o Secretary to check compliance with ethics board requirements for next meeting
 - Post Meeting Compliance Report: (year indicates a report filed)
 - Lee Finkelstein: 2012, 2013
 - Karen Duncan: 2008, 2009, 2010, 2011, 2012, 2013, 2014
 - Mac Bruton: 2010, 2011, 2012, 2013, 2014, 2015
 - Jason Loerzel: 2013, 2014, 2015
 - Patrick Talley: 2015
 - Jay Seastrunk: 2012, 2013, 2014, 2015, 2016
 - Rebecca Norwood: 2013, 2014, 2015, 2016
 - Brooke Duncan: 2015, 2016
 - Matt French: Recently Appointed
 - Tim Gold: Nothing Found
 - Ben Waring: 2013, 2014, 2015
 - Ouida Laudumiey: Nothing Found
- Motion To adjourn is unanimous.

Upper Hurstville Residents Association (UHRA) Board Meeting Minutes: Q2 2017 July 12, 2017

Attendees: Patrick Talley, Jay Seastrunk, Rebecca Norwood, Karen Duncan, Matt French, Tim Gold, Ouida Laudumiey,

Absent: Ben Waring, Doug Finegan,

Guest(s): Brooke Duncan, Katherine Smith

- Minutes: July minutes approved
- Officer Elections
- Financial Report as of 31 May 2017 was provided by Treasurer and reviewed. A copy of the report is on file with the minutes
- Secretary Report: Update provided by Rebecca Norwood
- STR Discussion: No update at this time
- Committees
 - o Membership:
 - Comment that dues notice was great and very successful in generating annual dues payments.
 - If we have a committee Rebecca will chair and get it off the ground as board member in charge. Pam Cooper expressed interest as well as Pam, Rosario Derbes, Stephanie Dehoog.
 - Would create new member packet and interface with block captains to learn of new arrivals to the neighborhood.
 - Jay Seastrunk will also serve on committee.
 - Invoices, welcome packet & directory.
 - Maintain a chain of order – that committee members are committee members and ideas have to come to board fist.
 - o Potholes, Signs, Lights, Cameras (Ben Waring): No report
 - o By-Laws (Pat Talley): Motion to accept by-law changes presented at November meeting
 - Motion passed
 - Updated By-laws to be uploaded to website
 - o Audit (Jay Seastrunk): See financial report – Security District should deal with approving audit report. – Will send for email vote.

- Nominations (Finegan):
 - Received communications from Mayor, Councilperson, and Representative on appointments previously recommended.
- Construction (TBD): No Report
- Block Captain (Bruce Worley):
 - Bruce assessing block captain census and confirming participation.
 - Block Captains to distribute flyers to their block three or four times a year.
- Zoning (Bruce Worley): No Report
- Social/Party (Ouida Laudumiey):
 - Go ahead and set dates for Fall party and Spring party
 - Fall party will be on a Friday evening 6-8
 - November 3rd – first Friday of November is proposed – Ouida will check with Condo for schedule
 - TGIF at Reginelli's in addition – move it around – Ouida to contact them – outside and rain date – any of 4 Friday's in September not Labor Day. 8th or 15th is proposed – ask Reginelli's for Happy Hour Specials
 - Monkey Hill also considered
 - Get a flyer out quickly and mailchimp broadcast email
- Other items discussed:
 - Porch Light Initiative emails
 - TGIF party email
 - Bylaws are updated on website 13 March 2017 (is this current?)
 - Pat was going to check on motion to amend bylaws being passed.