

Organization Committee minutes approved

Organization CommitteeDec. 8, 2009**Mission: To act as a clearinghouse for Six Corners Association activities**

Item	Information	Action
Introductions	In attendance were (4): Joe Angelastri, chair; Vincent Mastromauro, Glenn Nadig and Ed Bannon.	NA
Approval of minutes	Glenn N. made a motion to approve the minutes from the Nov. 10, 2009, meeting and Vincent M. seconded it	Minutes approved.
Financial reports	<p>Ed B. reported that property tax revenue has only just started coming in. Because the 2009 revenue is coming in late due to the bills being sent late, the committee decided to credit any 2009 property tax revenue until Jan. 31. Joe A. asked about the accounts receivable. Ed B. said most of that was delegate agency grants, but some was also Monster Film Fest revenue from 2008. The committee said that money should be written off the books. Joe A. said the accounts receivable detail should be included in the agenda packet.</p> <p>The revenue that is under budget for membership was questioned. Ed B. said it might be because a second membership notice was not sent out. Joe A. also suggested calling former members as a reminder that we need their support. Joe A. also said Ed B. should submit a membership plan to him and Glenn N. Membership billing should be added to the Organizing Committee Work Plan.</p>	<p>Ed B. to make suggested accounting changes.</p> <p>Ed B. to submit membership plan.</p>
Commissioner and chair updates	<p>The committee discussed the current status of commissioners and chairs. The committee reviewed the list and OK'd it to be sent to the local aldermen. A Thank You letter signed by Vince is to be sent to former chairs.</p> <p>The committee discussed moving the meeting time and day in order to boost attendance. Joe A. said the best day of the week would be Thursday because it gives enough time to notify people without losing the information over the weekend. Also, Tuesdays are like Mondays when there's a three-day weekend and many people can't make the time to get away. Ed B. said the problem might be more communication and getting the meeting notices out. The committee decided to poll the chairs about moving the meeting days to Thursday.</p>	<p>Ed B. and Vince M. to send letter</p> <p>Ed B. to ask chairs.</p>

Organization Committee minutes approved

Item	Information	Action
Streetscape	The committee discussed the idea of designing a brochure for customers to be passed out during the spring streetscape construction. The committee recommended hiring a designer for the brochure.	Ed B. to work on brochure and hiring designer.
Master plan	The committee reviewed the Lakota Group assessment proposal. Glenn N. suggested adding a deadline for the report to be submitted and adding terms on when Lakota will get paid for their work. Also, Glenn N. suggested that a limit be placed on the expenses so there are no surprises there. Joe A. asked whether commissioner approval would be needed. Ed B. said we should hold a special commissioner’s meeting because a budget amendment is needed to move the funds around to pay for the study. It was suggested the special meeting be held in conjunction with next week’s ER committee meeting.	Ed B. to make arrangements for special commissioner meeting.
Website	The committee discussed ways to drive more traffic to the website. Ed B. said he could insert links in the meeting minutes and more links in the newsletter. Joe A. said some changes should be made to the website. An About Us tab should be added to the home page and more information for Six Corners Association volunteers should be added to the site.	Ed B. to implement changes.
Agenda changes	Joe A. suggested changes to the meeting agendas. The new agendas will list all committee activities from the Work Plans under Active Task and Inactive Tasks. This change will make sure we focus on our Work Plans. The work plans will also be included in every agenda packet. Also, any new projects could be discussed in the context of how they will impact the work plan.	Ed B. to draft changes and review with Joe A. and other chairs.
Adjournment	Adjourned about 2 p.m. The next meeting of the Organizing Committee will also be a SSA #28 Commissioners meeting at 1 p.m., Tuesday, Jan. 12 at the Bank of America, 4901 W. Irving Park Road.	Meeting adjourned.