

MINUTES
EXECUTIVE COMMITTEE OF THE WEST BANK COMMUNITY COALITION
Saturday, May 5, 2007
10:00 a.m., RPTA Office

1. Call to Order – 10:30 am
2. Approve Agenda
3. Approve Minutes – 4/8 Executive Committee minutes, will approve in June
4. Secretary's Report
 - A. Phone – Coyle has not installed a new phone system. An extension has been set up for the WBCC within the current system. Jen will work on the details of setting up a new message.
 - B. Website - Jen will look into an opportunity to have access to free server space through a contact Todd mentioned. Jen will ask Xan for copies of the html files.
 - C. E democracy – Jen has not talked to the contact person yet.
 - D. Status of Organizational development – On hold. Jim spoke with Roger prior to the April 28th proposed meeting. Roger wanted to work on trying to set up another time for the meeting. No one has heard from Roger. Jen will contact him and ask for an update.
 - E. File cabinet – Jen and Jim will work on moving the file cabinet over to the office.
5. Treasurer's Report – no report
6. Vice President's Report
 - A. Associated Bank Fees
Jean spoke with a banker who thinks the WBCC is being charged \$5/month for cancelled checks and \$5/month for use of eManger. The banker thinks that each account should be charged but is not. Jean will continue to work on clarifying the charges.
 - B. Letter to Organizations – no action yet
7. President's Report
 - A. Funds Transfer - \$2000 was transferred from WBCC to NRP to cover NRP checks. The funds will need to be transferred back once the NRP reimbursement is deposited.
 - B. 990 – Jim has heard from Mike Wilson who will complete the 990 for the WBCC. Jim will send him the information he needs.
 - C. Insurance – WBCC has received an electronic certificate of the Director and Officers Insurance.
 - D. Unemployment Insurance – discussed background on the situation. Jim has not received a reply from Rhonda.
 - E. Renew Registration with Secretary of State – Jim will forward directions to executive board and Jen will work on completing this.
 - F. NRP Contract amendments (23687) – Robert Thompson is mailing these to the WBCC.

- G. Dania Partners met to discuss the Small Area Plan meeting that CPED is hosting on May 19th – They recommend that individuals attend and reiterate their concern that the international character of neighborhood be maintained and that there be no displacement current residents.
 - H. A meeting with Cam Gordon is rescheduled for June 5 during his office hours at Hard Times (10-11 am).
8. Old Business
- A. Quickbooks Training – a training is tentative scheduled for the evening of Thursday May 10.
 - B. CURA grant, next steps, letter from Aliyah – Jim will ask Aliyah if someone can do a phone interview with her
 - C. Pending: Committee guidelines, People’s Institute training
9. New Business
- A. Created the May Board Meeting Agenda
10. Adjournment – 12:40 p.m.