



## Minutes of the Board of Directors Meeting July 11, 2017

Steve Weiss called the meeting to order at 7:05 pm. A quorum was present.

**Members Present:** Steve Weiss, Hans Pusch, Shannon Waterfield, Vi Daley, Jordan Matyas, Karen Pfendler, Robert Jones, Dee DeCarlo, Christy Cardenas, Karl Hjerpe

**Members Absent:** Chris Nelson

**Others Present:** Barb Guttman, Lynn Smith

- ◆ **Approval of Minutes:** *Karen Pfendler:* May 9, 2017 minutes Karl 2nded---approved
- ◆ **Treasurer's Report:** *Christy Cardenas:* Budget performance reports for March 31, 2017 & April 30, 2017.

OTTA P & I Budget Performance- Mar. 31, 2017

	<u>Mar 31</u>	<u>Aug 1, 16- Mar 31</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
001 - Association Revenue	759.48	5,949.16	12,200.00
019 - Program Revenue	8,150.00	46,445.88	57,250.00
250 - Fund Raising Events	800.00	800.00	37,125.00
330 - Art Fair Revenues (Art Fair Master Account)	117,483.41	177,737.33	430,650.00
<b>Total Income</b>	<u>127,192.89</u>	<u>230,932.37</u>	<u>527,100.00</u>
<b>Gross Profit</b>	<b>127192.89</b>	<b>230,932.37</b>	527,100.00
<b>Expense</b>			
060 - Association Expenses	5,817.19	84,711.22	107,148.00
050 - Occupancy Expenses	2,066.45	28,990.03	37,096.00
040 - Program Expenses	7,611.74	56,998.62	85,706.00
230 - Neighborhood Improvements	2,971.53	28,209.03	53,900.00
270 - Fund Raising Event Expenses	0.00	5,000.00	14,000.00
300 - Art Fair Expenses	0.00	5,785.30	115,150.00
090 - Contributions Expenses (Grants given)	0.00	0.00	51,000.00
090 - Contributions Expenses (Menomonee Club)	0.00	0.00	63,100.00
<b>Total Expense</b>	<u>18,466.91</u>	<u>209,694.20</u>	<u>527,100.00</u>
<b>Net Ordinary Income</b>	<b>108,725.98</b>	<b>21,238.17</b>	0.00
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
128- Ogden Plaza Renovation	\$0.00	\$0.00	\$10,000.00
125- LW years of service payment	\$0.00	\$0.00	\$30,030.00

126·	Legal Fees-Defend HD/PZ	\$0.00	\$5,494.00	\$10,000.00
126·	Landmark Status Fees-Arch Write-up HD/PZ	\$0.00	\$0.00	\$10,000.00
127·	Capital Improvements to OTTA	\$0.00	\$0.00	\$21,700.00
<b>Total Other Expenses</b>		<b>\$0.00</b>	<b>\$5,494.00</b>	<b>\$81,730.00</b>
<b>Net Other Income</b>		<b>\$0.00</b>	<b>-\$5,494.00</b>	<b>-\$81,730.00</b>
<b>Net Income</b>		<b>108,725.95</b>	<b>\$15,744.17</b>	<b>-\$81,730.00</b>

planned overspend

**OTTA P & I Budget Performance- Apr 30, 2017**

	<b>Apr 30</b>	<b>Aug 1, 16- Apr 30</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
001 · Association Revenue	815.18	6,764.34	12,200.00
019 · Program Revenue	4,845.00	51,290.88	57,250.00
250 · Fund Raising Events	7,500.00	8,300.00	37,125.00
330 · Art Fair Revenues (Art Fair Master Account)	37,856.46	215,593.79	430,650.00
<b>Total Income</b>	<b>51,016.64</b>	<b>281,949.01</b>	<b>527,100.00</b>
<b>Gross Profit</b>	<b>51,016.64</b>	<b>281,949.01</b>	<b>527,100.00</b>
<b>Expense</b>			
060 · Association Expenses	7,257.22	91,968.44	107,148.00
050 · Occupancy Expenses	1,088.03	30,078.06	37,096.00
040 · Program Expenses	7,138.53	64,137.15	85,706.00
230 · Neighborhood Improvements	7,606.57	35,815.60	53,900.00
270 · Fund Raising Event Expenses	0.00	5,000.00	14,000.00
300 · Art Fair Expenses	8,934.69	14,719.99	115,150.00
090 · Contributions Expenses (Grants given)	0.00	0.00	51,000.00
090 · Contributions Expenses (Menomonee Club)	0.00	0.00	63,100.00
<b>Total Expense</b>	<b>32,025.04</b>	<b>241,719.24</b>	<b>527,100.00</b>
<b>Net Ordinary Income</b>	<b>18,991.60</b>	<b>40,229.77</b>	<b>0.00</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
128 · Ogden Plaza Renovation	\$0.00	\$0.00	\$10,000.00
125 · LW years of service payment	\$0.00	\$0.00	\$30,030.00
126 · Legal Fees-Defend HD/PZ	\$0.00	\$5,494.00	\$10,000.00
126 · Landmark Status Fees-Arch Write-up HD/PZ	\$0.00	\$0.00	\$10,000.00
127 · Capital Improvements to OTTA	\$0.00	\$0.00	\$21,700.00
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$5,494.00</b>	<b>\$81,730.00</b>
<b>Net Other Income</b>	<b>\$0.00</b>	<b>-\$5,494.00</b>	<b>-\$81,730.00</b>
<b>Net Income</b>	<b>18,991.60</b>	<b>\$34,735.77</b>	<b>-\$81,730.00</b>

planned overspend

Cash Basis

Old Town Triangle Association Profit & Loss Budget Performance

Old Town Triangle Association 2017

P&L Budget July/Close of FY 17 Aug '16 - Jul '17 Annual Budget Notes

Ordinary Income/Expense

Income

001 · Association Revenue	8,120.75	16,439.77	12,200.00	Rent & Interest
019 · Program Revenue	2,310.00	61,249.28	57,250.00	Tuition & Dues
250 · Fund Raising Events	375.00	29,375.00	27,000.00	First Sight Revenue
330 · Art Fair Revenues	2,005.05	450,661.86	430,650.00	Art Fair Revenue
Total Income	12,810.80	557,725.91	527,100.00	
Gross Profit	12,810.80	557,725.91	527,100.00	

Expense

66900 · Reconciliation Discrepancies (Discrepancies between bank statements and company records)

0.02

060 · Association Expenses	9,424.00	116,385.72	107,148.00	Salaries, taxes, fees
050 · Occupancy Expenses	2,854.94	37,818.11	37,096.00	Assessments, Lawyer
040 · Program Expenses	5,106.01	76,392.74	85,706.00	Newsletter, Cont. ed.
230 · Neighborhood Impr.	18,181.84	54,905.65	53,900.00	Parkway & Park Maint.
270 · Fund Raising Expenses	0.00	11,927.35	14,000.00	First Sight Costs
300 · Art Fair Expenses	30,779.58	112,643.84	115,150.00	Art Fair Costs
090 · Contributions Expenses	67,203.60	118,203.60	114,100.00	Grants given/apprvd
Total Expense	133,549.99	528,277.03	527,100.00	incl. LW service pymt
Net Ordinary Income	-120,739.19	29,448.88	0.00	

Other Income/Expense

Other Expense

129 · Landmark Status	0.00	1,875.50	10,000.00	
128 · Ogden Plaza Renovation	0.00	0.00	10,000.00	
125 · LW years of service payment	0.00	0.00	30,030.00	Spent in 060 ass.exp
126 · Legal Fees - Defend HDP/Z	0.00	5,494.00	10,000.00	
127 · Capital Improv to OTTA	0.00	0.00	21,700.00	
Total Other Expense	0.00	7,369.50	81,730.00	
Net Other Income	0.00	-7,369.50	-81,730.00	
Net Income	-120,739.19	22,079.38	-81,730.00	

6:03 PM  
 07/11/17  
 Cash Basis

**Old Town Triangle Association**  
**Profit & Loss Budget vs. Actual**  
 August 2016 through July 2017

	Aug '16 - Jul 17	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
330 · Art Fair Revenues (Art Fair Master Account)		
331 · Gates (AF Gates)	168,923.69	170,000.00
333 · Vendors (AF Food Vendors)	47,000.00	47,000.00
334 · Merchandise (AF Art Store)	5,528.00	3,000.00
335 · Exhibitors (AF Exhibitors)	29,570.00	26,250.00
336 · Children's Corner (AF Children's Activities)	4,668.00	4,000.00
337 · Program Book Ads (AF Advertisers)	4,000.00	2,000.00
338 · Friends of the Art Fair (AF Patrons)	19,850.00	12,000.00
341 · Sponsorships	10,500.00	10,000.00
342 · Booth Fee (Rental fee)	156,162.62	156,000.00
345 · ATM Revenues (Percent of ATM transactions)	454.50	400.00
<b>Total 330 · Art Fair Revenues (Art Fair Master Account)</b>	<b>446,656.81</b>	<b>430,650.00</b>
<b>Total Income</b>	<b>446,656.81</b>	<b>430,650.00</b>
<b>Gross Profit</b>	<b>446,656.81</b>	<b>430,650.00</b>
<b>Expense</b>		
300 · Art Fair Expenses		
301 · Gates (AF Gates)	1,293.60	3,000.00
303 · Food/ Beverage (AF Food Court)	3,103.61	3,000.00
304 · Merchandise (AF Art Store)	1,951.48	2,000.00
305 · Exhibitors (AF Exhibitors)	17,012.25	17,500.00
306 · Children's Corner (AF Children's activities)	2,690.33	2,500.00
307 · Program Book (AF Program Bk)	5,050.00	5,000.00
308 · Garden walk (AF Garden Walk)	508.92	
309 · Publicity (AF Promotion)	8,066.15	10,000.00
310 · Signs & Banners (AF Signs & Banners)	3,942.90	3,000.00
311 · Design (AF Graphic Design)	10,000.00	10,000.00
313 · General Operating (AF General Operations)	6,402.09	5,000.00
314 · Grounds, Maintenance (AF Maintenance)	15,532.58	16,000.00
315 · Friends of the Fair (Printing & postage, etc)	372.13	300.00
316 · Sales Tax (AF Sales Tax)	0.00	350.00
318 · Security (AF Security)	13,623.00	15,000.00
320 · Thank You Party (AF Thank You Party)	5,104.27	6,000.00
321 · Booth Fee (refunds)	5,325.00	4,000.00
324 · Entertainment (Music for Art Fair)	6,915.25	7,500.00
325 · Website (Setup & maint of AF website)	4,500.00	5,000.00
<b>Total 300 · Art Fair Expenses</b>	<b>111,393.56</b>	<b>115,150.00</b>
<b>Total Expense</b>	<b>111,393.56</b>	<b>115,150.00</b>
<b>Net Ordinary Income</b>	<b>335,263.25</b>	<b>315,500.00</b>
<b>Net Income</b>	<b>335,263.25</b>	<b>315,500.00</b>

**ART FAIR COMPARISON 2012 through 2017**

	2012	2013	2014	2015	2016	2017	Averages
<b>Debbie D</b>		<b>John K</b>	<b>John K</b>	<b>Linda S</b>	<b>Vi D</b>	<b>Vi D/Lynn S</b>	
warm		perfect	perfect	ok	hot/good	good/hot	
bronze		nude	poster	poster	photo poster	ceramic vase	
\$7	\$7	\$7	\$7	\$7	\$10	\$10	
<b>Revenues</b>							
	\$122,099	\$143,031	\$138,809	\$126,916	\$176,446	\$168,924	\$143,918
	\$0	\$0	\$0	\$0	\$0	\$0	\$33,567
	\$46,145	\$54,450	\$46,000	\$47,000	\$47,000	\$47,000	\$48,899
	\$4,645	\$3,968	\$1,951	\$2,855	\$3,901	\$5,528	\$6,991
	\$25,226	\$20,439	\$21,554	\$23,514	\$22,715	\$29,570	\$17,106
	\$4,090	\$4,647	\$4,619	\$3,793	\$3,880	\$4,668	\$4,427
	\$2,400	\$3,150	\$1,750	\$0	\$4,500	\$4,000	\$13,808
	\$9,444	\$10,582	\$11,097	\$12,215	\$14,230	\$19,850	\$11,638
	\$5,750	\$4,500	\$27,500	\$8,500	\$24,000	\$10,500	\$7,140
	\$130,262	\$146,781	\$145,538	\$146,956	\$156,195	\$156,163	\$139,326
	\$569	\$636	\$390	\$469	\$372	\$455	\$253
	\$6,617	\$0	\$0	\$0	\$0	\$0	Hotsite
<b>\$357,247</b>	<b>\$392,184</b>	<b>\$399,208</b>	<b>\$372,218</b>	<b>\$453,239</b>	<b>\$446,658</b>	<b>\$371,895</b>	<b>Total revenues</b>
<b>Expenses</b>							
	\$1,114	\$2,218	\$937	\$1,730	\$1,622	\$1,294	\$1,414
	\$	\$	\$	\$	\$	\$	\$
	\$2,878	\$11,684	\$2,995	\$2,757	\$3,097	\$3,104	\$4,369
	\$6,430	\$	\$503	\$1,368	\$1,829	\$1,951	\$3,219
	\$16,740	\$16,211	\$15,931	\$16,836	\$17,613	\$17,012	\$5,135
	\$2,026	\$1,856	\$2,247	\$2,230	\$2,299	\$2,690	\$9,714
	\$5,639	\$4,310	\$4,650	\$4,465	\$4,538	\$5,050	\$2,108
	\$	\$	\$	\$	\$	\$	\$16,255
	\$8,296	\$6,987	\$13,424	\$14,275	\$10,673	\$509	\$61
	\$4,829	\$1,265	\$594	\$1,034	\$2,150	\$8,066	\$10,403
						\$3,943	\$2,380
							Signs & Banners

\$11,150	\$6,500	\$7,950	\$7,500	\$7,500	\$10,000	\$88	Treasurers Back Office
\$8,328	\$4,022	\$2,251	\$4,333	\$4,923	\$6,402	\$4,616	Design (x-prgm bk)
\$384	\$421	\$392	\$276	\$227	\$372	\$6,279	General Operating
\$18,800	\$14,687	\$15,742	\$15,977	\$15,615	\$15,533	\$426	Friends of the Fair
	\$438	\$363	\$175	\$275		\$13,545	Grounds/Maintenance
						\$803	Sales Tax
\$11,636	\$12,497	\$12,049	\$11,917	\$11,805	\$13,623	\$9,176	Commemorative Book
						\$10,059	Security
\$3,942	\$4,419	\$4,360	\$3,957	\$5,268	\$5,104	\$787	Volunteers
						\$2,942	Thank You Party
						\$54	Community Relations
\$2,026	\$3,075	\$3,830	\$5,400	\$3,650	\$5,325	\$982	Pre-Opening Party
\$19,894	\$9,851	\$6,596	\$5,769	\$6,538	\$6,915	\$3,275	Booth Fee
\$845	\$245		\$500		\$4,500	\$10,957	Entertainment
\$6,980						\$6,078	Website
							HotSite
\$131,937	\$100,686	\$94,814	\$100,499	\$99,622	\$111,393	\$101,894	Total Fair Expenses

\$225,310    \$291,498    \$304,394    \$271,719    \$353,617    \$335,265    \$270,001 Net

- **President's Report: Steve Weiss:** No report

### **COMMITTEE REPORTS:**

**Art Fair Committee: Vi Daley:** Artist loved the changes to the Friday setup; no complaints; messaging helped; net proceeds from the fair \$335,265—down \$18,352 (we didn't have the level of sponsorship we had last year-Goose Island offered more last year than this year); Lynn did an excellent job with the web site; they believe weather affected attendance; Friends of the Fair was the highest we ever received \$19,850; Christy reported \$17,072 was the net for First Site; offered babysitting for the first time;

**Capital Improvements: Hans Pusch:** Condo Assoc. is meeting on the July 12, 2017; they've gotten all the bids for the back stairs/porch reconstruction and have selected the vendor they want to do the work. Lengthy discussion regarding CE's & LCE's transpired; the board voted to approve Hans' motion to hire an attorney for the OTTA to work for us on writing the amendment to the declarations re-defining what are the LCE's and CE's within our property. The board also voted to withhold paying our monthly assessment until the association is officially re-registered with the city. Once the NPMCA is re-registered and a legal corporation, we would pay the assessment money we owe. The condo is going to hire its own attorney to re-register the condo association. Our attorney will wait to hear from their attorney regarding the needed amendment. Declarations need an agreed upon LCE & CE negotiated amendment to the declarations before we pay anything towards the back porches. Our fiduciary obligation in this matter is to act in the best interests of our membership. Robert seconded Han's motion.

**Education & Outreach: Karl Hjerpe:** We finally have all the pictures that we own on our website with correct addresses. Karl asked that if we find things that need correcting to let him know. 5 companies were asked to present outlines/costs for creating our tour app; narrowed it down to 2; went with a company charging \$1000 to set up. Karl hopes that this app will offer multiple tours. Karl asked the board to download the preliminary app to check it out. He has gotten feedback already. They reviewed items that need changing. His committee is shooting for multiple tours for this app. Everyone loved the audio part of the app. We need to try and get signage that promotes the OTTA tour app.

**Events Committee: Steve Weiss:** Next event is August 25---end of summer concert in the Ella Jenkins park featuring Brad Cole...bring food and liquid refreshments—sweets will be provided; then BBQ food contest in Lincoln Park-- people from some our local eateries will judge the resulting BBQ items---then we'll dine on the entries; Oktoberfest is on the event schedule as is our traditional holiday program. Details will follow.

**Grants Committee: Robert Jones/Dee DeCarlo:** Their committee will meet for a wrap up of the past year.

**HD/PZ Committee: Jordan Matyas:** Updates: the North Park request for demolition issue will be heard again tomorrow July 12----Jordan is confidant OTTA & the city will prevail; 1720 Sedgwick will be heard on Thursday July 13...fines will be determined at that time....the developer submitted new plans; 240 West Willow wants to change the entire roof line of their building which will block a lot of people's sunlight; permit review committee met and it was not a good outcome. They came up with their own policy on the use hardie board which even their committee said is not a good one. They have delayed



voting final approval for the hardie board policy. A final policy regarding the use of hardie board will be forthcoming; the owner of 328 W Willow requested using hardie board on all 4 sides of her building....the PRC approved her request---not good to have made this exception. We lost the Bill Barry issue of raising his building higher than the landmark guidelines but less than what he has wanted all these years. Jordan is working on setting up meetings with Houlihan of the Landmarks Commission to ask Landmarks to stop working against OTTA. HD/PZ continues its work on the Mid Century Project analysis---it should be completed sometime in August. Finally, Jordan asked that the board approve the removal of a particular committee member from his HD/PZ committee for more than a few reasons. The board voted to approve Jordan's request.

**Membership Committee:** *Chris Nelson:* No report; Chris was not present.

**Neighborhood Improvement Committee:** *Shannon Waterfield:* Working on tree projects...a tree were vandalized on Clark next to Triangle Park...Vi would like to replace our street signs.

**Youth Committee:** *Weiss/Waterfield:* Youth committee is working on creating the babysitting certification course being offered at the Triangle. It will be an 8 hour course.

**Arts & Operations Director's Report:** *Barb Guttman:* The sculpture OTTA sponsored is located near St. Michaels Court---on Friday there will be a party to meet the artist. The opening for our next gallery exhibit will be this coming week end. The woman from Art on Sedgewick is going to schedule a tour at OTTA with the artist and the kids from Art on Sedgwick. The Chicago History Museum Is going to be setting up a history trail on the north side and the west side of the museum and they would like some volunteers from OTTA to attend a meeting ---from 5:30 to 7:00---August 1<sup>st</sup>. A group form OTTA will be meeting with the Alderman on the 18<sup>th</sup>—Shannon, Karen & Dee will attend. This is one of the quarterly meetings the Alderman schedules with all the neighborhood organizations in her ward.

**Unfinished Business:** Bar was asked to send the results of the survey to the board.

**New Business:** We will discuss the crime issue at the next meeting.

**Adjournment:** Jordan Matyas moved to adjourn...Robert Jones 2nded.....meeting adjourned @ 8:37 pm

Respectively Submitted,

Karen Pfendler  
OTTA Secretary