

Brookline Together Board Meeting
February 12, 2024 via Microsoft Teams

Attendance: Don Mudrick, Blake Plavchak, Lisa Wilson, Melissa Distel-Kilmer, Bill Kim, Mark Hopkinson

Excused: Caitlin McNulty

Meeting called to order by Don Mudrick at 7:12 PM.

January community meeting minutes were approved, motion by Bill, seconded by Blake

Treasurer's Report by Bill Kim:

- Budget discussion and board vote tabled as more information was requested by Melissa and Don regarding some of the line items on the budget.
 - o Bill to send out more details regarding the budget line items via email. Budget will be open for discussion via email and another meeting can be held to vote on the budget as presented.
 - o Budgets increased slightly from the previous year based on experiencing higher costs for programs (i.e. police presence at the Breeze and Breezefest).
 - o Membership revenue was estimated based on the average of the prior two years, with a potential impact to Membership revenues because of sponsorship revenues that can be earned from Breezefest (membership fees reduced by vendor booth rentals and business membership dues paid to BT).
 - o Motion from Blake to table the budget discussion, seconded by Lisa

Membership Report by Melissa Distel-Kilmer:

- New members are joining but we are a little behind compared to 2023.
- New membership sign-up system is successfully working as several members have joined using this method.
- Event Calendars will be ready by May; will not be mailed to Brookline as the cost for a mailing to just the 15226-zip code would cost approximately \$5,000.

Beautification Report by Lisa Wilson:

- Committee is reaching out to those folks who have adopted a bed to ensure they're being maintained.
- April 6th, 2024 cleanup scheduled with University of Pittsburgh students. Mulching will also be laid down at this time.
- Planting for the beds will occur in May.
- The bulletin board will be painted, and lights installed in May.
 - o Lights will be solar powered and need to be purchased.
- Cornhole tournament will be held at Red's Good News on Brookline Boulevard on June 12, 2024 at 7 pm, but these times are tentative and subject to change.
- Early bird registration for the yard sale will begin on March 1, 2024.

- Per Blake, the DAM for the Cannon Park historical designation was successful and will be on the Historic Review Committee Meeting agenda in March; the designation is on track to be completed by Memorial Day.
 - o Melissa will reach out to the Memorial Day team regarding the designation.
- The wreaths and tree decorations at the Cannon Memorial Park have been taken down.
 - o Six brackets will need to be repaired/replaced.
 - o One quote received from Bean Electrical for removal alone came in at \$2,645. There are other quotes being sought.
 - o Blake guides traffic professionally during the wreath installation and removal process.
 - o Bill has offered to help with the wreath installation and/or removal next year.

New Business:

- Discussion of the DAM process and Brookline Together's involvement in the process. Blake provided a definition of what a DAM is and our responsibilities as a RSO
 - o Brookline Together has a duty to publicize the meeting on social media.
 - o Brookline Together is not required to attend or host the DAM.
 - o Brookline Together and community members do not offer consent, but rather advise.
 - o The board discussed setting up procedures and plans for DAMs, with bigger projects requiring more information than simple home renovations/zoning changes.
- Zoning changes are being planned by the Mayor's Office.
 - o Examples include changing for accessory dwellings (i.e. apartments above a garage) and expansion of 'inclusionary zoning' where 10% of a new development must be affordable, but those units do not have to be "on site" of the new development.
 - o Don suggests organizing a committee for a better understanding of other possible zoning rule changes.
- Brainstorming for Brookline Breeze 5k Race:
 - o Mark suggested raising the fees slightly as the cost for the Breeze race is much lower than other races, and it was noted that more expensive races usually have more giveaways or prizes.
 - o Blake made a motion to raise the race prices as follows, Bill seconded the motion. All approved.
 - Early Bird registration fee from April 1st – May 31st of \$25.00.
 - Regular registration from June 1st – August 3rd of \$30.00.
 - Week/Day of registration from August 4th to race date of \$35.00.
 - o Race data should be tracked this year to help improve planning going forward.
 - o Suggestion to order additional shirts at a volume discount possibly when ordering the Breeze shirts.
 - o Suggestion of creating an online storefront using our designs on different products which reduces the need to carry inventory while allowing the organization to earn money.
- Replacing the Secretary position on the Board of Directors:

- The role is urgent to fill as it is a requirement to maintain non-profit status and should be someone already serving on a committee unless the board votes otherwise.
- Nominations would be due at the March community meeting and the special election will be held at the May community meeting.
- Mark will step into the Secretary role on an interim basis.
 - Motion by Blake, seconded by Bill, no opposed.
- Plan is to seek out potential candidates that serve on committees currently.
- Event Dates:
 - Yard Sale Early bird registration is March 1st to April 30th for \$10
 - Yard Sale regular registration is from May 1st to June 1st for \$20.00
 - Breeze 5k registration begins April 1st
 - Breezefest vendor registration will be open soon.

Meeting Adjourned at 8:58 PM; motion by Bill, seconded by Don.