

## Brookline Together Board Meeting – 2/13/2023

Board Members Present: Caitlin McNulty, Blake Plavchak, Bill Kim, Lisa Wilson, Don Mudrick, Melissa Kilmer, Mark Hopkinson

Board Members Absent: Dara

- Approve January Minutes
  - Motion: CMC
  - Second: BK
  - Vote: All in Favor
- Treasurer Report
  - Bill is hard at work on updating quick books
  - New Bank Account with Bank of America has been opened
    - They have a quality package for Non-Profits
      - We are getting check scanners for free
        - Normally \$15 a month
    - Multiple people can be given access to see account statuses
    - Bill can also now fully utilize quick books
      - Purchased a subscription through Tech Soup for \$125 annually
      - Individual logins for expense reports are now possible
      - Bill purchased at his own expense a training program that he can share with board members interested in learning
    - Bill is setting up accounts for the new board members for BT Emails
    - Melissa asked about a Credit Card option with this account and Bill responded that he is exploring this
      - Bill articulated that Melissa has been a great help in organizing the accounting
    - Bill is taking PTO to finish inputting all of the data manually
      - 2023 is up to date
    - Community Bank account will be closed in the first quarter of 2023
      - Stripe deposits will need to be routed to the new account
  - Caitlin asked about the status of the 990
    - Bill intends to complete by the end of February. This should be a relatively quick task.
  - Bill discussed the status of the website and stripe payments.
    - It does import data into quickbooks
    - Square is free for data integration but does charge a transaction fee
    - Bill intends to review this all because we can potentially increase efficiency and record management.
      - Mark and Don have volunteered to assist
- Membership
  - The social media advertisements have been delayed slightly
- Events

- Melissa is planning to share events info shortly
- Permits will need to be sent in soon for events
- A stage will be needed for Breezefest
- Don talked about the Breeze
  - Asked about moving on from partnership with the City of Pittsburgh
    - Caitlin and Blake expressed support for moving on from this partnership
    - Bill asked to try and forecast costs of this decision
    - Melissa explained we currently have a credit with the city over last years event
    - Don asked about splitting the events in two days
      - Melissa said price would be impacted
      - Blake asked about volunteers
      - Melissa asked about adjusting event timing instead
        - Caitlin cautioned about the impact of heat (event is early august)
  - Discussion of sponsorships came up
    - Don and Melissa discussed pitching Rohrich for a large donation
  - Don to set up a meeting with the event/race timer
- Beautification
  - Shed is done except for one final permit that is pending
  - 5/20/2023 is the next planting/clean up event
    - Lisa is looking at partnering with Allegheny Cleanways for clean ups in March/April
  - In preliminary stages of a community bulletin board
  - Sidewalk follow up from shed installation is lingering, Lisa to turn up the pressure
  - There is a new lift company Lisa is exploring for Wreath installation and take down
  - Mark asked about Plantscape contract and Blake explained briefly the issue of procurement from the City end
  - Revisit of Breeze/Breezefest sponsorship prices – range would be between \$10k for full main sponsorship and as low as \$2,5k for a partial sponsorship
  - Jacob/Whited
    - May 1<sup>st</sup> is the general time to get seeds and plants into the ground
    - Caitlin would like to spend down some of the money this year
    - Bill and Blake to fell and clear trees
      - Bill to tell Blake what Saturdays he will be in need of assistance
  - Mural project
    - Caitlin asked about dropping it because of delays and funding gaps
    - Consensus is to formally end the project because of the \$21k gap and lack of institutional support
- New Business
  - Brief by law discussion and vote which resulted in:
    - Don making a motion

- Second from Caitlin
- All in favor
  - Even year elections for
    - Vice President
    - Treasurer
    - Beautification Co-Chair
    - Business and community engagement
  - Odd year elections for
    - President
    - Secretary
    - Beautification chair
    - Finance Co-chair
    - Business and community engagement co-chair
- Presentation for next meeting
  - Information on real estate in Brookline, the home buying process, affordable housing, development, and more.
- Meeting logistics discussion
  - Group settled on zoom invites for members with non members able to attend in person.
- Mayor's Office Updates:

#### **Healthy Homes Asthma Program**

- The WHE Healthy Homes Asthma Program will identify and enroll 130 households to deliver interventions proven to improve the health outcomes of children with an asthma diagnosis.
- The interventions taken may include:
  - repairing or replacing leaking roofs, windows, and downspouts
  - installing bathroom and dryer vents and dehumidifiers
  - removing and replacing carpeting
  - sealing holes and walls to eliminate pests
- For more information go to: <https://womenforahealthyenvironment.org/asthma-program/>

#### **PAWC Survey (West End and South neighborhoods only)**

- Pennsylvania American Water is undertaking a project to identify what material each customer's water service line is made of – but we need your help.
- The project will consist of reviewing existing data and conducting field investigations such as the QR Code/Survey on the back.
- The information you provide will contribute to developing a public-facing web-based map showing this information.
- [TINYURL.COM/PAWCsurvey](https://TINYURL.COM/PAWCsurvey)

#### **OwnPGH Homeownership**

- Homebuyers may receive up to \$90,000 total, in the form of a grant and a loan, for the purchase of a house within the City of Pittsburgh.
- A \$40,000 loan may be available for those with a household income of 80% AMI or below. This is a 0% interest, forgivable loan, that can be forgiven after 10 years.
- Who can apply?
  - Individuals who pre-qualify for a home loan through one of our three bank partners; Please find contact information below for each participating bank lender.

- Individuals who do not exceed 80% of AMI; Please view the chart below to check if your household income is within the program income limits.
  - Individuals who would like to own a property within the City of Pittsburgh; Properties outside of City of Pittsburgh limits do not qualify for OwnPGH assistance.
- Link: <https://www.ura.org/pages/OwnPGH>
  
- Bill motion to adjourn
  - Seconded by Caitlin