

**Tower Grove South Concerned Citizens SBD
Monthly Board Meeting Minutes
Monday, April 20, 2020**

Location: ZOOM (Virtual Platform)

Begin Time: 6.45 PM

End Time: 9:00 PM

Participant	Attendance	Participant	Attendance
Kathryn Heitzenroeder, Chair	X	Deborah Cohen, Treasurer/Vice Chair	X
Katy Shackelford, Secretary	X	Commissioner, Vacant	
Laurent Pyatt, Commissioner	X	Carrie Koeller, Commissioner	X
Commissioner, Vacant		Terry Hoffman, Business Manager	X
Trevor Russel, CWS			

Guest:

A quorum was met.

I. Welcome

II. Approval of Previous Minutes:

Minutes from February were presented to the commission. Lauren CSW stands for citywide security.

MOTION TO APPROVE THE MINUTES WAS MADE BY DEBORAH. THE MOTION WAS SECONDED BY CARRIE.

Participant	Support	Oppose
Kathryn Heitzenroeder, Chair	X	
Katy Shackelford, Secretary	X	
Laurent Pyatt, Commissioner	X	
Carrie Koeller, Commissioner	X	
Deborah Cohen, Treasurer/Vice Chair	X	

All in favor. Motion Passes.

III. CWS Report

-No report

IV. Business Administrator Report

Terry emailed the budget current through March to everyone this morning. It was provided in PDF. The largest change in the budget indicates that the SBD received a deposit of \$113,000 of property tax revenue. This item appears on row 4 in the budget spreadsheet. Only two expenses have accrued are the insurance payment (row 15) and security patrol expenses. Security patrol includes the last two weeks of 2019. The final balance of \$153,000.

Terry reported that the TGCCSBD is currently operating ahead of budget. At this time, 39% of the budget has been expended. Terry reported that this can be attributed to the increased rate of patrol officers since the end of last year.

Terry reported that as of the last invoice receives, the increased pay rate for patrols has had the desired effect. Every patrol shift has been filled.

Lauren asked how is the budget decided? Kathryn reported that every couple of years we put the security contract is set out to bid. The annual budget is discussed in August/September and presented at the October meeting. The draft budget must be turned in at the end of October. Kathryn reported that the commission is always open to new ideas. Projects in the past have included trash pickups. We're always open to ideas; we've paid for trash pickup. If you have thoughts let us know.

V. Old Business

- Lighting- No report
- Cameras – Terry reported that the RFP is a multi-step process. Its 90% complete but the big piece is exhibit B, which is ID the location and specify what you want to have at those location. Kathryn asked if it should go to attorney for review? Everything is ready except exhibit B1. We have to identify locations, the specifics around those locations, and what specs belong that those locations.
- Katy asked if the RFP could be retooled as a RFQ. Everyone on the board needs to read and react. People can read and redline and return to Terry.

VI. New Business

It was reported that the current treasurer needs to be formally added to the bank account. Deborah will make an appointment with Terry to be added to the bank account

MOTION TO ADD DEBORAH (Treasurer) to the TOWER GROVE SOUTH CONCERNED CITIZENS SBD BANK ACCOUNT AT THE TOGETHER CREIT UNION WAS MADE BY KATY. THE MOTION WAS SECONDED BY Kathryn.

Participant	Support	Oppose
Kathryn Heitzenroeder, Chair	X	
Katy Shackelford, Secretary	X	
Laurent Pyatt, Commissioner	X	
Carrie Koeller, Commissioner	X	

Deborah Cohen, Treasurer/Vice Chair	X	
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All in favor. Motion Passes.

Lighting/Membership recruitment. Carrie asked about the current lightbulb inventory and if the SBD could perform a lighting give-away/drive. Educational material about keeping porchlights on.

Kathryn reported that the commission is still seeking to fill vacancies, specifically for rental property owners. Lauren reported that she would be happy to speak to neighbors who are renters to recruit them to join the board.

Kathryn noted that Lauren needs to be assigned a TGSCCSBD email address.

Lauren introduced herself as the newest commissioner. Lauren moved to the neighborhood in August and works for Department of Public Health. She is a property owner and her background is in home health and safety issues. Prior to moving to St. Louis, she lived in Burlington Vermont. Lauren is active with the organization Missouri Jobs with Justice. She became involved with the TGSCCSBD after meeting Alderwoman Megan Green.

VII. Public Comment:

-No comment

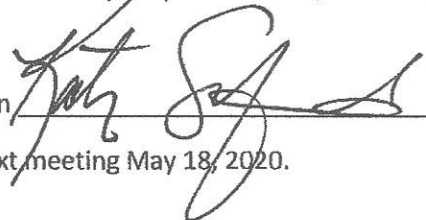
VIII. Adjournment

MOTION TO ADJOURN WAS MADE BY KATHRYN. THE MOTION WAS SECONDED BY DEBORAH.

Participant	Support	Oppose
Kathryn Heitzenroeder, Chair	X	
Katy Shackelford, Secretary	X	
Laurent Pyatt, Commissioner	X	
Carrie Koeller, Commissioner	X	
Deborah Cohen, Treasurer/Vice Chair	X	

Motion passes

Submitted by Katy Shackelford, Secretary

Sign 

5/19/20

Next meeting May 18, 2020.