



# MINUTES | November 10, 2011

7:30 am • Leawood City Hall • 4800 Town Center Drive • Main Conference Room

**Members Present:** Debra Filla, Julie Cain, Paula Cornwell, Paul Duffendack, Jennifer Hassler, Alicia Jennings, Gareth Matthews, Michelle Moloney, Scott Pashia, Bob Pierson

**Staff Present:** Chris Claxton, Brian Anderson, Marica Putman

**Members Absent:** None

**Guests:** Dustin Branick, Landscape Supervisor; Leawood Parks and Rec Dept.

## MEMBERS

Debra Filla, Chair  
Julie Cain, Vice-Chair  
Paula Cornwell  
Paul Duffendack  
Jennifer Hassler  
Alicia Jennings  
Gareth Matthews  
Michelle Moloney  
Scott Pashia  
Bob Pierson

Scott Lambers,  
City Administrator

Kevin Jeffries,  
Pres. & CEO Leawood  
Chamber of Commerce

Chris Claxton,  
Director of Parks  
& Recreation

Brian Anderson,  
Parks Superintendent

Marica Putman,  
Adm. Graphics Tech

### Welcome & Introductions

- The SAB meeting came to order at 7:33 am. Members watched the 12 minute Bridging the Gap video that featured the award winners. Chair Filla spoke about the City of Leawood. The video is on our website. It was decided that the Bridging the Gap video would be the main topic at the upcoming HOA meeting.

### Approval of today's meeting agenda.

- Scott Pashia made a motion to approve the agenda. Paula Cornwell seconded the motion. Motion passed unanimously.

### Approval of the past meeting minutes.

- Julie Cain made a motion to approve October 13, 2011 minutes at the end of the meeting. Scott Pashia seconded the motion. Motion passed unanimously.

### Bridging the Gap Video Clip – Chair Filla

- Thank you to all on what we have accomplished in 3 years.
- The video clip was made by Zach Salva of Colonnade Studios (816.304.9245, zach@colonnadestudios.com, [www.colonnadestudios.com](http://www.colonnadestudios.com)).
- The award dinner was held at the downtown UMB Bank.

### Parks & Recreation Program Guide – Marica Putman

- Discussed the HOA ad for the guide.
- Placement of the Bridging the Gap Award and pictures.
- Reviewing the Heartland Habitat ad.

### HOA Meeting/Planning – Chair Filla

- The HOA Meeting agenda:
  - Mayor's Welcome
  - Bridging the Gap Video and Award
  - SAB PowerPoint, highlighting 2011 achievements
  - HOA speakers from Oxford Hills, Leawood/Leawood Estates, and Steeplechase, (potentially Brookwood School)
  - Recognize Art and Essay winners

- Welcome/Socializing at 5:30 pm, Dinner at 6:00 pm, Video at 6:15 pm, Award and Presentations at 6:30 pm.

## ACTION ITEMS

- ✓ Chris to talk with Mark about GIS booth at the HOA meeting.
- ✓ Scott to contact Brookwood as a speaker
- ✓ See Vendor List and Member Tasks
- ✓ Marica to send out HOA summary numbers from the 2010 meeting

- Vendor booths and representatives will be present before, during, and after the meeting.
- Vendors are:
  - Heartland Habitat for Humanity
  - Town & Country Disposal
  - Rippleglass
  - Deffenbaugh Industries
  - Bicycle Friendly Committee/Revolve/Safe Bike/Walk to School
  - Sprint
  - Tree Booth/Raising the Tree Canopy (Public Works)
  - Keep Kansas City Beautiful/Bridging the Gap
  - Blue River Watershed Association
  - Booth for the Art/Essay Winners
  - HOA Map (Mark Andrasik, Information Systems)
  - MARC (Matt Riggs)
- HOA Meeting Agenda will be the only handout (list on the website "CD available upon request")
- HOA Map. Contact Mark Andrasik to have staff and computer available to show how the website works.
- Art/Essay winners will be recognized at the HOA meeting versus at the council meeting. Rather excerpts will be read at the council meeting as part of Chair Filla's council report.
- Door Prizes. TBD.
- Plan for 150 attendees. Members discussed attendance from last year. Snowbird date set in April.
- Members discuss budget amounts for this year and next year. Large Item Recirculation uses more than half of our budget.
- Members discussed the importance of attending this meeting. For instance, where are we with the Green Gauntlet Challenge? How do we encourage others to participate? Do we provide a reward for those who participated? Do we recognize the top 3 participating HOAs? It was discussed that we should provide a message for continued support. "Come to Learn about What You Need to Know to Continue the Contribution to Sustainability. Continue the Momentum." Paula Cornwell and Gareth Matthews will write the draft for the ad in the Parks and Recreation Guide.
- Public Relations Agenda
  - Save the Date Program Guide ad and electronic version
  - Save the Date post card for the 1<sup>st</sup> week of December
  - HOA letter/invite during the 1<sup>st</sup> week of January (detailed, request for HOAs to share their progress in our challenge and to inspire others - agenda title: Progress on the Green Gauntlet Challenge)
  - Reminders/follow-up calls mid-January (Jan Shafer updates the HOA list)
  - Conference calls/work sessions
- Member Tasks
  - Michelle – Project Manager
  - Chris – Food (Dean & DeLuca), linens, silverware, glassware
  - Alicia – Booths
  - Paula/Gareth – Save the date, invites
  - Julie – Centerpieces (hurricanes), Greeting Table
  - Paul – Bar (John Cain, Paula, Scott will bartend)
  - Brian – Liquor
  - Marica – RSVP person, Greeting table, photos, name tags

- Everyone – Follow up calls for RSVPs and email Marica RSVPs
  - Debra – PowerPoint Presentation
  - Speakers – Julie (Steeplechase & Oxford Hills), Scott (Brookwood), Bob (Leawood/Leawood Estates)
  - Paula and Scott - Art/Essays
  - Dustin – Tree booth
- Conference call on Thursday, December 1<sup>st</sup> at 7:30 am.

✚ **Essay and Art Contest Awards – Paula Cornwell and Scott Pashia**

- Participation numbers are unknown. Follow-up will be made soon.
- Appointment to collect artwork has been set.
- Reaching out to these participants.
  - St. Michaels participates in the essay contest. We would like their participation in the art contest (Julie/Carrie Rezac).
  - Cure of Ars (Alicia).
  - Church of the Nativity does both contests.
  - Leawood Middle (Jennifer)
  - Prairie Star (Paula)
  - Leawood Elementary (Julie)
  - Mission Trail (Gareth)
  - Brookwood (Scott)
  - Corinth (Scott)

✚ **Bicycle Friendly Community – Brian Anderson**

- Need to recognize the BFC's Honorable Mention for Leawood
- New bike rack at City Hall.

✚ **Trees**

- Dustin Branick will summarize tree issues and recommendations for the next meeting.

✚ **Adjourn**

- Meeting adjourns. Next meeting is on December 8, 2011.