

GERMAN VILLAGE SOCIETY
BOARD OF TRUSTEES

MINUTES OF THE MEETING OF
Dec. 11, 2018

Present: John Barr, Brittany Gibson, Jim Penikas, Kurt Miller, Josh Miller, Joshua Zimmerman, Robin Strohm, Nelson Genshaft, Marie Logothetis, Terri Dalenta

Staff and guests: Dan Glaesner, Safety Committee chair; Delilah Lopez, German Village Society executive director

The meeting was called to order at 6:04 p.m. by President Joshua Zimmerman.

Public Participation

President Joshua Zimmerman welcomed Safety Committee chair Dan Glaesner and invited him to share the latest with the committee as he wraps up his term as chair. Dan reminded those in attendance that the committee's Annual Holiday Luncheon with Columbus Police & Fire was happening tomorrow at St. Mary School and invited anyone from the community to join. The committee's previous meeting was held Nov. 14. Dan said he's emailed and mentioned at meetings that he will be stepping down from his role as chair and expressed that the Society is looking for a replacement, but he hasn't heard from anyone who's interested — although a few have said they're interested in continuing to be involved. He reminded the board that safety is always a priority when member/neighborhood-wide surveys are done, but that interest in participating often wains in between critical safety issues. He estimates 10-20 people usually attend the Safety Committee-hosted meetings with police, which he put on quarterly. He recommends the next chair — and any board members or neighbors interested — consider attending the Citizens Police Academy for an eye-opening overview into how the police are trained and how they think about situations. He also thinks a future chair could leverage the NextDoor app to monitor safety concerns.

Joshua thanked Dan for his service and applauded his efforts.

Reports of the Officers

Joshua reminded board members that the annual board retreat would be held Jan. 5 from 8 a.m.-noon. The retreat is a fun chance to “think big” together outside the board meetings, which is especially key given the fact that we'll be drawing up a new strategic plan in 2019.

Vice President Jim Penikas had no report at this time.

Secretary Brittany Gibson presented the minutes of the Nov. 13, 2018, meeting.

MOTION: To approve the minutes of the Nov. 13, 2018, GVS board meeting. [Gibson, Penikas]

Motion approved.

Treasurer John Barr provided the latest on the budget front: the Society's accounts should end year on a steady basis, with nothing major expected to adjust. He added that the Finance Committee has approved the 2019 budget. Terri Dalenta asked how this year's budget compares to 2018; John explained that it's a relatively conservative estimate, as it has been in years' past, which typically results in some overage income being generated — which is always contributed to the Good of the Neighborhood fund.

MOTION: To accept the German Village Society's 2018 budget. [Barr, Dalenta]

Nelson Genshaft asked where to find the line-item related to the tiered fee structure on donations raised for designated funds; Delilah Lopez pointed it out on the profit & loss sheet, with the sum total appearing in January.

Motion approved.

Committee Reports

Joshua noted that the Committees had submitted their reports in the board packet and asked if there were any Committee activities with additional updates requiring board discussion or approval.

Robin Strohm, chair of the Historic Preservation Committee, shared that she'd started digging into the work of the committee by meeting with Preservation Pillar Marie Logothetis, GVS Preservation Advocate Nancy Kotting and others. The initial focus has been on beginning to review the interplay between Nancy's initial preservation plan work and the Vision Task Force's work. The preservation plan is still evolving and will be offered for public comment and peer review soon. A group is being formed to help shepherd and synthesize this public comment period, and that group is looking for members — anyone interested should contact Robin at r.strohm@wslawllc.com. The next meeting will be held early in 2019.

Delilah brought up that the GreenSpot Committee chairs, Kim Cowie and Roberta Zimmerman, are both looking to transition away from their roles in the committee. Since this initial duo successfully established German Village as a "GreenSpot" as recognized by the city, we're now looking for someone to maintain and enhance our environmentally friendly efforts. Delilah asked the board to consider whether now is the time to roll GreenSpot into another committee; she mentioned that the committee doesn't meet often enough to have regular members who might step into the chair role. The board agreed that we should take a look at realigning this committee as part of our upcoming strategic plan work.

Staff Reports

Delilah shared that the German Village Society Meeting Haus, Visitor's Center and staff offices will be closed from Dec. 21 at 4 p.m. until Jan. 2. She added that the staff will be out of the office this coming Thursday and Friday for a retreat and holiday celebration.

Delilah added that since she just passed the 90-day mark in her time with the Society, she was taking inventory of what she's observed and what she intends to do from here. Highlights include 120 meetings with Society members and partners and hiring Jena, which checked "fill resource gaps" off the list. Moving forward, meetings will continue, and she'll share an analysis of what she learned with the board. She's also working on an "elevator pitch" for the Society and seeking professional-development opportunities for the staff. Terri praised her taking so many meetings with residents and asked how we could help encourage that event more so as to make sure she's feeling the pulse of the members. John added that we should work on ways to make sure board members are thought of as resources in the same way, potentially through meetings, so that the board's focus is more proactive than reactive. Terri said she'd be open to being assigned a stakeholder management plan. Delilah suggested that the Development Committee could be more generally focused on member engagement, since that will lead to development and the sustainability of the organization; to this point, the Committee has been looking mainly at multi-year donation pledges. She's asked Joshua for support to review how that committee is working, and Joshua added that Dennis Brandon, Development Committee chair, is in agreement as well.

Marie suggested we consider having minglers in homes that are truly focused on board members meeting Society members. Joshua said quarterly coffee-type meetings were another thought. Nelson suggested pairing up "get to know" events with Art Committee exhibit openings in Fest Hall.

Nelson asked where the goal of renovating the Meeting Haus stands at the moment. Delilah explained that she's been getting up to speed with Mode architects on their initial drawings and will soon put it back in front of the board to begin considering – especially since a few board members haven't seen the proposal before. After the board prioritizes, we'd figure out the best way to share it with members and gather feedback to inform decisions, John added.

Jim mentioned he was grateful for how she evaluated the open position left vacant after Mark Weiss' departure in the spring applauded her insight in recognizing that the Society was more in need of a slightly different skill set.

Delilah shared that she'd taken a look at the Meeting Haus' rental contract and found that many updates were needed in addition to an adjustment in rental rates. Several spaces in the Meeting Haus are available for anyone to rent for meetings, events or other gatherings, with members receiving a discount. The revised pricing she proposed for review and approval reflects research into competitors' rates and includes some increases here and there, but maintains a competitive level. Nelson asked whether we market the spaces; Delilah explained that in her new role as Development & Membership Coordinator, Jena will be focused on that. Delilah added that the Visitor's Center is required to be open anytime the building is rented to allow an opportunity for historic-preservation education among guests. Joshua asked how our contract limits our legal exposure to guests of renters who might drink while in the building, if it needs to; Nelson and Robin said they'd look into that.

MOTION: To approve the revised German Village Society Meeting Haus rental rates.
[Barr, Dalenta]

Motion approved.

Old/New Business

Under new business, Terri announced that she'd led the inaugural meeting of Development Advisory Committee as its new chair. Afterward, she, Delilah and others decided that at this point in time, it was in the best interest of this board to disband the Council as established. There being no discussion, the board agreed to dissolve it.

Volunteer highlights: Joshua thanked Jeff Lowe and Greg Gamier for their German Village Business Community leadership and hard work putting on a successful Village Lights that was enjoyed by record numbers of people. In his GVBC report, Greg and Jeff thanked Jeff and Laura atrasso, Amy Gerasimiak and Ken Hunger for volunteering to help with Village Lights luminaries and sand kits, as well as Sharon Pettit and Barbara Vanarsdall for volunteering to clean up Schiller Park on Monday. In Friends of Schiller Park chair Katharine Moore's report, she extended thanks to Brooke Albrecht for creating artwork; Doug Wilkins for installing the North Pole Mailbox; Jim Turner for helping move Schiller Park books; Michael Horning and Scott Rambo for hosting a private reception as a prize for a Kindred Spirits' auction; and Tim Moore for overseeing the Schiller Pond all summer. The board echoed these words of thanks to our volunteers.

Safety: none.

Having wrapped up the agenda, Joshua suggested the board end the meeting and go into executive session at 7:00 p.m.

MOTION: Adjourn the Dec. 11, 2018, meeting of the German Village Board of Trustees.
[Strohm, Dalenta]

Motion approved.

Respectfully submitted,
Brittany Gibson, Secretary

Attest: Joshua Zimmerman, President

Answers to questions about featured board trustee- Robin Strohm

Tell us about a favorite German Village moment: I think my favorite GV moment so far was our first Christmas here in GV. Our home is close to Schmidts and that immediate area with the Red Stable and Fudge Haus. That area is the hub of a lot of the activity for Village Lights and there were carolers and Santa in front of the Fudge Haus and Schmidts. It was snowing and the Christmas lights in that area were really pretty - it was the perfect setting for Christmas.

Do you have any pets? Yes, my partner Mary and I have 2 cats- a grey/white very chill and friendly domestic named Sam and a crazy, energetic Siamese named Luna. We also have a very spoiled English Retriever named Bentley.

What's an example of another nonprofit that treated you really well as a donor or volunteer? Columbus Landmarks Foundation. I was not on the board but on a committee and enjoyed the work I did several years ago with that organization. I have a fondness for preservation and preserving the historic structures not only in GV but in Columbus generally..

If I could do one thing to improve my GVS board service it would be...to make more time to learn the history of the buildings and homes in GV and to learn more about preservation generally. For instance, I know there are national standards but not exactly in tune with what those are. I am interested in learning as much as I can about some of the history and preservation standards that affect my role on the preservation committee. I also am fairly new to this area compared to a lot of residents as I have only lived in GV for about 4 years. I am still getting to know other residents and the individual board members I serve with. Getting to know people on a more personal level will enhance my service on the GVS board overall.

GERMAN VILLAGE SOCIETY
BOARD OF TRUSTEES
AGENDA

January 15, 2019

Call to Order

Joshua Zimmerman

Public Participation

Community participation

Reports of the Officers

Report of the President

Joshua Zimmerman

UIRF update

strategic plan update (January board calendar focus)

committee chair updates

Meeting Haus re-key procedure

Report of the Vice President

Jim Penikas

update on orientation for new board members

Report of the Secretary

Brittany Gibson

MOTION: To approve the minutes of the December 11, 2018, GVS board meeting.

Report of the Treasurer

John Barr

oral + written report

Finance Committee

no report; meeting Jan. 24

Strategic Plan Committee Reports

Preservation

Historic Preservation

Marie Logothetis

oral report (January board calendar focus)

Robin Strohm

Fund for Historic Preservation

Darci Congrove

no report

GreenSpot

INACTIVE - SEEKING CHAIR

Advocacy

Parking
no report
Civic Relations
no report
Parks and Public Spaces
no report
Friends of Schiller
no report
FUN
no report
Safety
INACTIVE - SEEKING CHAIR

Josh Miller

Tim Bibler
Nelson Genshaft
Sara McNealey/Carol Mullinax
Katharine Moore
Mike Cornelis

Community /Quality of Life

GV Business Community
no report
Long Range Planning/Vision Task Force
oral report
Art
no report
Ambassadors
no report
Village Singers
written report
Visitors Center
written report
Group Tours
no report

Greg Gamier

Jeff Lowe
Kurt Miller
Betsy DeFusco
Susan Sutherland
Wayne Owens
Bonnie Mitchell
Michelle Mazeke

Development

Development committee
no report
Events
Haus und Garten
event date: June 29-30, 2019
oral report
Monster Bash
event date: October 12, 2019
oral report
Tea 43206
event date: August 17, 2019

Dennis Brandon

Dennis Brandon
Marie Logothetis
Jim & Sarah Penikas
Darci Congrove

no report
Art Crawl
event date: July 2019
no report
Village Lights
event date: December 1, 2019
no report

Greg Gamier
Greg Gamier

Governance

Organizational Development Committee

Board self-evaluation results update

Conflict of Interest Policy + Board Member Responsibilities info sheet

Jim Penikas

Jeanne Likins

Staff Reports

Executive Director

written report

Historic Preservation Advocate

written report

Business Relations & Events Manager

written report

Development & Marketing Coordinator

written report

Delilah Lopez

Nancy Knotting

Chelsey Craig

Jena Wilson

Old/New Business

volunteer highlights

new or ongoing safety needs

Joshua Zimmerman

Adjournment

Joshua Zimmerman

Executive session

Joshua Zimmerman

Report of the Vice-President

It was great to see the engagement of the Board at the retreat this month! We have a lot of big things happening, which will make 2019 an exciting year.

One of the major topics that keeps coming up is Board Orientation. Creating a formal orientation process will be one of my major projects this year. I will be contacting fellow board members to get an idea of what everyone thinks is important to include. I am especially interested in speaking with our newest members to see what they feel is missing from the process. There will be more to come on this in future reports.

I am also excited to work more with the GVS staff this year. Delilah had the idea of using my background in process improvement to help review and streamline some of the current procedures around the office. Hopefully, we can free up some time for everyone.

Prost!

Jim Penikas

GERMAN VILLAGE SOCIETY

TREASURER'S REPORT

JANUARY 15, 2019 BOARD MEETING

FINANCIAL STATEMENT HIGHLIGHTS 2018

CASH BALANCES AS OF DECEMBER 31, 2018:

OPERATIONS: CHECKING \$ 17,229

CONTINGENCY \$ 88,517

DESIGNATED FUNDS: TOTAL \$ 399,671

SIGNIFICANT BALANCES: GERMAN VILLAGE BUSINESS COMMUNITY \$ 91,048

FUND FOR HISTORIC PRESERVATION \$ 124,944

FOR THE GOOD OF THE NEIGHBORHOOD \$ 129,180

INVESTMENTS: TOTAL \$ 654,556

BRENT WARNER MAINTENANCE FUND \$ 192,248

MEETING HOUSE REPLACEMENT RESERVE \$ 224,071

ALBERTA STEVENS HUNTINGTON GARDEN FUND \$ 238,236

OPERATING BUDGET HIGHLIGHTS (CASH BASIS):

DECEMBER REVENUE \$19,233 VS BUDGET OF \$1,369. MOST OF THE DIFFERENCE WAS IN SPONSORSHIP REVENUE AND ADJUSTING IN-KIND DONATIONS.

DECEMBER EXPENSES WERE MORE THAN BUDGETED PRIMARILY AS THE RESULT OF IN-KIND DONATIONS AND CONSULTING FEES.

NOTE: NET INCOME DOES NOT REFLECT INTERNAL TRANSFER OF FUNDS OR DEPRECIATION WHICH IS A NON-CASH CHARGE.

BUDGETING PROCESS COMPLETE AND APPROVED BY FINANCE COMMITTEE. TO BE APPROVED BY BOARD AT DECEMBER MEETING.

PRELIMINARY RESULTS FOR THE YEAR INDICATED TOTAL REVENUES EXCEEDED BUDGET BY \$50K, BUT THIS IS THE RESULT OF IN-KIND DONATIONS BEING TRACKED BETTER AND IS NET OF REVENUE FROM SLATE BEING \$40K BELOW BUDGET.

EXPENSES FOR THE YEAR EXCEED BUDGET BY \$38K AGAIN PRIMARILY AS A RESULT OF IN-KIND DONATIONS. SEVERAL EXPENSE LINE ITEMS WERE UNDER BUDGET FOR THE YEAR.

German Village Society

Balance Sheet

As of December 31, 2018

	Total
ASSETS	
Current Assets	
Bank Accounts	
Bank Accounts - Operations	
Operations Chase Checking - 6039	17,229.47
Operations Chase Contingency - 4693	88,517.19
Operations Huntington Savings	0.00
Total Bank Accounts - Operations	\$ 105,746.66
Board Designated Bank Accounts	
Board Designated Checking - 1362	0.00
Council of Historic Neighborhoods	1,538.87
For the Good of the Neighborhood	129,180.38
Frank Fetch Park/Maintenance	50.00
Fund for Historic Preservation	124,944.22
German Village Business Community	91,048.71
Highfield Garden	1,731.09
Huntington Garden/Maintenance	3,879.45
Schiller Bloomin Fund	2,255.05
Schiller Friends of Schiller Fund	24,253.26
Schiller Park Enhancements	4,423.40
Schiller Park/Arboretum Fund	3,683.02
Schiller Park/Bench/Trash Can Fund	3,094.40
Southside Stay	3,172.41
Village Singers	6,416.41
Total Board Designated Checking - 1362	\$ 399,670.67
Board Designated Funds	
Meeting Haus Maint/Replacement	0.00
Meeting Haus Maint/Replacement Gain/Loss	38,313.63
Meeting Haus Maint/Replacement Principal	185,758.35
Total Meeting Haus Maint/Replacement	\$ 224,071.98
Village Singers Fund - 14126	12,889.94
Warner Maintenance - 0330	0.00
Warner Maintenance - 0330 Gain/Loss	30,210.30
Warner Maintenance - 0330 Principal	162,038.48
Total Warner Maintenance - 0330	\$ 192,248.78
Total Board Designated Funds	\$ 429,210.70
Total Board Designated Bank Accounts	\$ 828,881.37
Permanently Restricted Fund Accounts	
Huntington Garden Endowment	0.00
Huntington Garden Endowment Gain/Loss	39,565.84
Huntington Garden Endowment Principal	198,670.51
Total Huntington Garden Endowment	\$ 238,236.35
Total Permanently Restricted Fund Accounts	\$ 238,236.35
Petty Cash	100.00
Total Bank Accounts	\$ 1,172,964.38
Accounts Receivable	
Accounts Receivable-General	0.00
Pledge Receivable Multi-Year (A/R)	0.00
Discount for Present Value	-10,030.00
Total Pledge Receivable Multi-Year (A/R)	-\$ 10,030.00
Total Accounts Receivable	-\$ 10,030.00
Other Current Assets	
Credit Card Receivables	775.00
Designated Funds GVS Receivable	0.00
Inventory	16,420.85
prepaid Expenses	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$ 17,195.85
Total Current Assets	\$ 1,180,130.23
Fixed Assets	

German Village Society

Balance Sheet

As of December 31, 2018

	Total
Building 588 South Third Street	
Cost	759,990.66
Depreciation	-656,373.05
Land	40,000.00
Total Building 588 South Third Street	\$ 143,617.61
Intangible Assets	
Website Development	
Cost	29,200.00
Depreciation	-11,680.00
Total Website Development	\$ 17,520.00
Total Intangible Assets	\$ 17,520.00
Leasehold Improvements	0.00
Depreciation	-98,750.14
Original Cost	163,248.98
Total Leasehold Improvements	\$ 64,498.84
Office Equipment/Furniture/Paintings	
Cost	241,938.23
Depreciation	-233,286.51
Total Office Equipment/Furniture/Paintings	\$ 8,651.72
Total Fixed Assets	\$ 234,288.17
TOTAL ASSETS	\$ 1,414,418.40
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Other Current Liabilities	
Deferred Revenue	0.00
Deferred Revenue-Property Taxes	0.00
Designated Funds GVBC Payable	0.00
Designated Funds GVS Payable	0.00
Other Current Liabilities	0.00
Prepaid GVBC Membership Dues	2,725.00
Prepaid GVS Advertising Fees	0.00
Prepaid GVS Membership Dues	18,165.00
Total Other Current Liabilities	\$ 20,890.00
Total Current Liabilities	\$ 20,890.00
Total Liabilities	\$ 20,890.00
Equity	
Designated Earnings	
Non Restricted	0.00
Permanently restricted fund	192,823.00
Restricted	764,418.85
Temporarily Restricted	9,000.00
Total Designated Earnings	\$ 966,241.85
Retained Earnings	428,530.64
Net Income	-1,244.09
Total Equity	\$ 1,393,528.40
TOTAL LIABILITIES AND EQUITY	\$ 1,414,418.40

German Village Society
2018 GVS Operations Previous Month Comparison
Dec-18

	Dec 2018				Total				Comments
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	
Income									
Admission/Event Income	1,195.00	500.00	695.00	239.00%	135,731.00	114,000.00	21,731.00	119.06%	
Advertising Income	3,503.11	0.00	3,503.11		59,173.08	63,000.00	-3,826.92	93.93%	
Contributions	212.08	0.00	212.08		25,657.30	18,000.00	7,657.30	142.54%	
In-Kind Donations	4,793.57	0.00	4,793.57		145,283.55	65,000.00	80,283.55	223.51%	
Interest Income	3.73	3.00	0.73	124.33%	47.65	45.00	2.65	105.89%	
Membership Dues - GVS	187.47	0.00	187.47		101,876.66	115,000.00	-13,123.34	88.59%	
Membership Dues -GVBC	70.22	0.00	70.22		9,161.05	10,000.00	-838.95	91.61%	
Merchandise Income	1,754.00	14.00	1,740.00	12528.57%	2,890.24	500.00	2,390.24	578.05%	
Miscellaneous Income	73.48	0.00	73.48		595.48	500.00	95.48	119.10%	
Rental Income	570.00	500.00	70.00	114.00%	20,203.00	10,000.00	10,203.00	202.03%	
SLATE Income	1,166.66	0.00	1,166.66		29,199.93	70,000.00	-40,800.07	41.71%	
Sponsorship	5,704.08	152.33	5,551.75	3744.55%	63,278.74	73,500.00	-10,221.26	86.09%	
Tour Income		200.00	-200.00	0.00%	2,880.00	6,000.00	-3,120.00	48.00%	
Total Income	\$ 19,233.40	\$ 1,369.33	\$ 17,864.07	1404.58%	\$ 595,977.68	\$ 545,545.00	\$ 50,432.68	109.24%	
Gross Profit	\$ 19,233.40	\$ 1,369.33	\$ 17,864.07	1404.58%	\$ 595,977.68	\$ 545,545.00	\$ 50,432.68	109.24%	
Expenses									
Accounting Expense	1,500.00	1,500.00	0.00	100.00%	17,700.00	18,000.00	-300.00	98.33%	
Advertising	1,620.00	0.00	1,620.00		2,040.43	6,500.00	-4,459.57	31.39%	
Audit Fees		0.00	0.00		7,480.00	7,000.00	480.00	106.86%	
Bank/Credit Card Fees	258.69	25.00	233.69	1034.76%	8,842.41	10,000.00	-1,157.59	88.42%	
Computer Related Costs	1,522.99	1,390.00	132.99	109.57%	20,505.70	20,000.00	505.70	102.53%	
Consulting Fees	2,250.00	0.00	2,250.00		11,153.00	20,000.00	-8,847.00	55.77%	
Dues & Memberships	250.00	250.00	0.00	100.00%	1,719.43	1,500.00	219.43	114.63%	
Equipment Rental		413.99	-413.99	0.00%	15,732.69	13,000.00	2,732.69	121.02%	
Food/Beverages	170.38	0.00	170.38		11,114.80	7,500.00	3,614.80	148.20%	
Gifts & Awards	463.25	0.00	463.25		6,215.42	7,000.00	-784.58	88.79%	
In-Kind Expense	4,793.57	0.00	4,793.57		145,283.55	65,000.00	80,283.55	223.51%	
License/Fees/Permits		0.00	0.00		3,251.23	1,000.00	2,251.23	325.12%	
Meeting Haus Cleaning	1,244.80	1,225.00	19.80	101.62%	9,805.84	12,000.00	-2,194.16	81.72%	
Meeting Haus Groundskeeping		0.00	0.00		322.75	1,200.00	-877.25	26.90%	
Miscellaneous Expense		500.00	-500.00	0.00%	3,523.71	9,000.00	-5,476.29	39.15%	
Payroll Processing	307.18	145.00	162.18	211.85%	2,226.11	1,900.00	326.11	117.16%	
Payroll Taxes	1,547.46	1,238.64	308.82	124.93%	19,296.28	21,000.00	-1,703.72	91.89%	
Postage	219.00	0.00	219.00		2,799.06	7,000.00	-4,200.94	39.99%	
Printing/Signage	29.95	31.50	-1.55	95.08%	17,616.15	20,000.00	-2,383.85	88.08%	
Projects from Strategic Plan		1,941.00	-1,941.00	0.00%	4,300.00	28,000.00	-23,700.00	15.36%	
Property & D/O Insurance		0.00	0.00		12,156.67	11,000.00	1,156.67	110.52%	
Repairs & Maintenance	477.00	0.00	477.00		11,323.21	13,000.00	-1,676.79	87.10%	
Salaries/Wages	20,047.70	17,764.11	2,283.59	112.86%	227,461.65	223,870.00	3,591.65	101.60%	
Security	192.00	0.00	192.00		3,216.00	2,000.00	1,216.00	160.80%	
Storage		0.00	0.00		0.00	1,020.00	-1,020.00	0.00%	
Supplies	841.60	0.00	841.60		8,116.63	5,000.00	3,116.63	162.33%	
Transportation/Towing		0.00	0.00		2,126.56	7,000.00	-4,873.44	30.38%	
Utilities	1,047.82	1,231.82	-184.00	85.06%	14,897.88	15,000.00	-102.12	99.32%	
Total Expenses	\$ 38,783.39	\$ 27,656.06	\$ 11,127.33	140.23%	\$ 590,227.16	\$ 554,490.00	\$ 35,737.16	106.45%	
Net Operating Income	-\$ 19,549.99	-\$ 26,286.73	\$ 6,736.74	74.37%	\$ 5,750.52	-\$ 8,945.00	\$ 14,695.52	-64.29%	
Other Income									
Transfers In		0.00	0.00		9,151.15	10,000.00	-848.85	91.51%	
Transfers out			0.00		-39,868.00	0.00	-39,868.00		
Total Other Income	\$ 0.00	\$ 0.00	\$ 0.00		-\$ 30,716.85	\$ 10,000.00	-\$ 40,716.85	-307.17%	
Other Expenses									
Depreciation	3,151.79	3,150.00	1.79	100.06%	37,821.48	40,000.00	-2,178.52	94.55%	
Total Other Expenses	\$ 3,151.79	\$ 3,150.00	\$ 1.79	100.06%	\$ 37,821.48	\$ 40,000.00	-\$ 2,178.52	94.55%	
Net Other Income	-\$ 3,151.79	-\$ 3,150.00	-\$ 1.79	100.06%	-\$ 68,538.33	-\$ 30,000.00	-\$ 38,538.33	228.46%	
Net Income	-\$ 22,701.78	-\$ 29,436.73	\$ 6,734.95	77.12%	-\$ 62,787.81	-\$ 38,945.00	-\$ 23,842.81	161.22%	

Village Singers
Committee Report
January 2019

Village Singers opens its 19th Season with our first rehearsal Monday January 21, 7pm here at The meeting Haus for our Spring Program "Love, love Me Do" Directed by Nick Kline and accompanied by Quinton Jones. Quinto has been with Village Singers for the past eleven years.

Sad to report that our former Director, Karla Wright has entered Hospice care and is with her family in Colorado.

Our 12th Annual Pub Golf Tour (Our Funraiser) First Tour Stop is The Hey Hey Tuesday February 5th. PGT runs for six consecutive Tuesdays at local Pubs and Clubs. 20 Plus four person teams will compete for the coveted "Bobbleheads"

Team entry fee is \$ 100.00

For addition info Contact:

Wayne Owens 614 446 2427

wowo@columbus.rr.com

Update for January 2019

I hope that your New Year is off to a good start and that your holidays and time off from the VC were great.

Packages at the end of 2018. We ended the year with just 3 people not picking up their packages. We all need to thank those who worked tirelessly during December. At closing time on the 21st there were 4 people who still hadn't picked up their packages and 3 of those packages had arrived just at 3 pm that afternoon. John Clark graciously volunteered to be at the Visitors Center from Noon to 2 pm on Sunday, the 23rd. Those 4 people were called, but just one was able to come that day.

And now we are off to a great start for 2019. Between noon and 3:00 on Wednesday, January 2, 106 packages were delivered! Also sometime soon we will change the letters in the cupboards, moving more to the metal one. We also have 2 new volunteers – Bruce Ley and Tim Morbitzer. Watch for their names to be on the schedule soon.

Final statistics for November 2018 – Visitors, 214; Packages delivered, 819; Staff inquires, 25. The December and final year end statistics will be available for the February update.

The schedule for January is on the door behind the desk in the Visitor's Center. I will start working on the one for February next week so if you have any vacation plans for Feb or March, please let me know.

Finally, thank you so very much for your commitment to the VC.
Again, my phone numbers are 614-205-3733 or 614-443-8314 if you need to call me.

German Village Society Committee Report

Committee: Organizational Development Committee

Meeting date(s): Dec. 12, 2018

Attendees names:

Jeanne Likins, Co-chair

Jim Penikas

Susan Sutherland

Nancy Turner, Co-chair

Next Meeting: Feb. 6, 2019

Highlights/Discussion:

- **Reviewed GVS Board Member Responsibilities document, making several small changes outlining board member responsibilities for Jan. Board Member signatures**
- **Reviewed GVS Trustee Conflict of Interest Policy and Signatory Form for Jan. Board Member signatures**
- **Reviewed and finalized 2018 GVS Board Self Evaluation Report and Recommendations for officers review and action**
- **Confirmed that there will be at least three board seats open this year as Dennis Brandon, Brittany Gibson and Susan Sutherland are all “termed out” at the maximum of six years of consecutive board service**
- **Reviewed ODC engagement conversations with board members for their recommendations and follow up with others who have volunteered themselves or been suggested by someone**
- **Developing lists for our “leadership pipeline” such as who may want more engagement down the road, who is interested in various types of engagement (short-term or a specific committee role), etc.**
- **Nancy agreed to serve as co-chair in 2019 along with Jeanne**

Plans and Assignments:

- **Nancy to finalize GVS Trustee Self Evaluation Report and Recommendations per our discussion before Jan. 1, 2019**
- **Jim to edit GVS Board Member Responsibilities and send that along with the Conflict of Interest Policy and Signatory Form to committee and to Brittany and Jena for the Jan. board packet**
- **All committee members have engagement conversation “to do lists” prior to Feb. 6 meeting when possible**

Do you have issues or concerns that require consideration by the Board or staff for possible response or action? If so, please spell out timeline. (Could include the need for time/support from GVS staff or volunteers or the need for financial resources, for example.)

SIGN BOARD MEMBER RESPONSIBILITIES DOCUMENT AND CONFLICT OF INTEREST SIGNATORY FORM

Ideas or concerns about safety: None

Ideas or concerns about sidewalks: None

Outstanding volunteers of note: all ODC members

Anything else you would like to share with the board? No

German Village Society

CONFLICT OF INTEREST POLICY:

ACKNOWLEDGEMENT AND FINANCIAL INTEREST DISCLOSURE STATEMENT

The German Village Society follows a conflict of interest policy designed to foster public confidence in our integrity and to protect our interest when we are contemplating entering a transaction or arrangement that might benefit the private interest of a director, a corporate officer, our top management official and top financial official, or any of our key employees.

Part I: Acknowledgement of Receipt of Policy

I hereby acknowledge that I have received a copy of the conflict of interest policy of the German Village Society, have read and understood it, and agree to comply with its terms.

Signature

Date

Printed name

Part II: Disclosure of Financial Interests

We are required annually to file Form 990 with the Internal Revenue Service and the form we file is available to the public. To complete Form 990 fully and accurately, we need each officer, director and key employee to disclose the information requested in this Part II.

A “conflict of interest”, for purposes of Form 990, arises when a person in a position of authority over an organization, such as an officer, director, or key employee, may benefit financially from a decision he or she could make in such capacity, including indirect benefits such as to family members or businesses with which the person is closely associated.

Please check ONE of the following boxes:

- My interests and relationships have not changed since my last disclosure of interests. (Proceed to signature block below. Do not complete the tables.)

OR

- I hereby disclose or update my interests and relationships that could give rise to a conflict of interest. (Complete the table below. Use additional pages as needed.)

FAMILY RELATIONSHIPS	NAMES OF THOSE PRESENTING A POTENTIAL CONFLICT OF INTEREST
Include spouse/domestic partner, living ancestors, brothers and sisters (whether whole or half-blood), children (whether natural or adopted), grandchildren, great grandchildren, and spouses/domestic partners of brothers, sisters, children, grandchildren, and great grandchildren.	

TYPE OF INTEREST	DESCRIPTION OF INTEREST THAT COULD LEAD TO A CONFLICT OF INTEREST
Transactions or arrangements with the Organization	
Transactions or affiliations with other nonprofit organizations	
Substantial business or investment holdings	
Transactions or affiliations with businesses not listed above.	

I am not aware of any financial interest involving me or a family member that could present a conflict of interest that I have not disclosed either above or in a previous disclosure statement.

Signature

Date

Printed Name

CONFLICT OF INTEREST POLICY

Article I Purpose

The purpose of the conflict of interest policy is to protect the German Village Society's ("Society") interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II Definitions

1. Interested Person: Any director, principal officer, or member of a committee with governing board delegated powers who has a direct or indirect financial interest, as defined below, is an interested person.
2. Financial Interest: A person has a financial interest if the person has, directly or indirectly, through business, investment or family:
 - a. An ownership or investment interest in any entity with which the Society has a transaction or arrangement.
 - b. A compensation arrangement with the Society or with any entity or individual with which the Society has a transaction or arrangement, or
 - c. A potential ownership or investment interest in or compensation arrangement with any entity or individual with which the Society is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists. Any questions regarding the potential of a conflict of interest should be discussed first with the executive director and the board's counsel.

Article III Procedures

1. Duty to Disclose: In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement. Disclosure in advance is always the preferred course of action.

2. Determining Whether a Conflict of Interest Exists: After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest:

- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the governing board or committee shall determine whether the Society can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Society's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflict of Interest Policy:

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action, including but not limited to removing the member from the board, committee, or employment, as appropriate.

Article IV Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present and the governing board's or committee's decision as to whether a conflict of interest in fact existed.

- b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement -- the content of the discussion -- including any alternatives to the proposed transaction or arrangement and a record of any votes taken in connection with the proceedings.

Article V Compensation

- a. A voting member of the governing board who receives compensation, directly or indirectly, from the Society for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Society for services is precluded from voting on matters pertaining to that member's compensation.
- c. No voting member of the governing board or any committee who jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Society, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI Annual Statements

Each board member, executive director, and member of a committee with governing board-delegated powers shall annually sign a statement that affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands the Society is charitable and in order to maintain its federal tax exemption must engage primarily in activities that accomplish one or more of its tax-exempt purposes.

Article VII Periodic Reviews

To ensure the Society operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews, shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information (when the Board deems it appropriate to conduct such a survey), and the result of arms' length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Society's written policies, are properly recorded, reflect reasonable investment or payment for goods and services; further charitable purposes and do not result in inurement, impermissible private benefit, or in an excess benefit transaction.

Article VIII
Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Society may, but need not, use outside advisors. If the outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Board Member Responsibilities

The responsibilities outlined here represent the legal and fiduciary responsibilities all board members must uphold. These are the essentials of good board governance and contained here-in lie the duties:

DUTY of CARE is the competence expected with decision making, as stewards of the organization

DUTY of LOYALTY is a standard of faithfulness, to give our undivided allegiance when making decisions affecting the organization and not to anything that is for personal gain or in our personal interest

DUTY of COMPLIANCE requires us to be faithful to the organization's mission; we are not permitted to act in a way that is inconsistent with the goals of the organization.

In support of these duties, which are required by law, a board member must:

- Support and uphold the mission of the organization
- Hire and fire (select) the executive director
- Support and evaluate the executive director
- Ensure effective strategic planning
- Monitor and strengthen programs and services
- Ensure adequate financial resources = fundraise
- Protect assets and provide financial oversight
- Build a competent board
- Ensure legal and ethical integrity
- Enhance, maintain and support a positive public image for the organization
- Approve and guide policy development and oversight
- Oversee the work of standing and ad hoc board committees

Board Member Attributes

We recruit, develop and engage trustees who are: critical thinkers, open to change, able to challenge the status quo, strong communicators in support of our mission, action-oriented, able to think strategically, and perhaps most important, who love German Village and have a vision for its future.

Board Member Expectations

- Regularly attend and actively participate in board and committee meetings.
- Be informed about the mission and vision of the organization; and its services, policies and programs.
- Review agenda and supporting materials prior to board and committee meetings.
- Serve on at least one committee or as a pillar, and offer to take on special assignments as appropriate.
- Support the fundraising initiatives of the organization by making a personal financial contribution to the organization that is meaningful to you (usually one of your top 3 charitable gifts) annually and by providing or procuring in-kind services to benefit the organization.
- Promote the organization regularly with business associates, friends, family, etc. through referrals and donor prospects.
- Suggest potential nominees to the board who can make significant contributions to the work of the board and the organization.
- Adhere to conflict of interest and confidentiality policies.
- Serve a minimum of one term of 3 years, unless serving in the non-voting chair.

Board Member Measurements

- In 2019, I will commit the following cash and in-kind gift(s) to German Village Society
_____.
- In 2019, I will commit to volunteer at or purchase tickets for at least 3 of our 6 major annual events.
- In 2019, I will commit to be present for at least 2 minor events, such as police lunch, Village Singers, a garden planting day or other.
- In 2019, I commit to attend in person at least 10 board meetings and 2 retreats. I understand that missing more than 2 un-communicated board meetings annually for any reason can be grounds for dismissal from the board.
- Annually, I will complete an assessment of the board's performance of its responsibilities. The results will be compiled, reviewed and evaluated by the full board.

I proudly agree and accept these critical responsibilities and expectations. I look forward to being an engaged and valuable component to the success and growth of the organization.

Board Member Name

Date

Executive Director Report – January 2019

In keeping with our current strategic plan, the following details are arranged by pillars.

Operational Stability

Heading into this new year, I am looking forward to working with our team – both staff and Board – to take GVS to new heights. To do this, we are committed to “working smarter not harder.” This means looking at creating even more efficiencies and reimagining projects.

Examples include: reimagining our Development plan and strategies; full organizational use of our donor software, DonorPerfect; efficient electronic filing process and system; and establishing an organizational process to recruit, train, develop, recognize and retain our best in class volunteer base.

Advocacy

The City of Columbus’ Strategic Parking Plan (SPP) task force will have its first meeting on January 29. As a reminder, a consultant team will be looking at five areas of the City, including German Village, to assess parking conditions and recommend new strategies. The SPP will set the vision and guidance for how the City manages on-street parking. Tim Bibler, GV Parking Committee Chair, will also be on the task force.

Quality of Life

We have an opportunity to lift up the tireless efforts of one or more of our volunteers. The 2019 Jefferson Awards is calling for nominations. This program recognizes outstanding community service – individuals who do extraordinary things for their community. Details can be found at <https://www.10TV.com/article/jefferson-awards-nominate-volunteer> Please send any suggestions to me by Friday, January 25.

Preservation Education

I want to underscore the invitation to join us as we bring life back the Historic Preservation committee. We look forward to your ideas and suggestions on how to address our mission work Thursday, January 17, at 5:30PM at the Meeting Haus.

Financial Stability

Membership and sponsor renewals are our priority in tandem with working on getting tax letters mailed at the end of January. We are also preparing for our annual audit which is scheduled for the first week of February.

Governance

On the heels of our Board Retreat, we are working on next steps to take place between now and our next retreat in March. In these coming months, be looking for ways to offer your input into our next strategic plan.

January Board Report

Nancy Kotting, Historic Preservation Advocate

On December 13th I participated in a very productive full day staff retreat, followed on the 14th with a holiday outing for staff.

We held the final Historic Preservation Advisory meeting in which we wrapped up our strategy discussions in preparation for the convening of the Historic Preservation Committee in January. This advisory panel is now dissolved.

We have completed the final drafts for the next installation of our district wide interpretive signage trail, The Brickline. The proofing process now begins and the final images are being selected. We are also focused on securing the necessary easements for installation. Prior to the break, I met with Dr. Colby of Ohio Humanities Council and reviewed the project and current content. He gave excellent feedback and approved of our content themes.

I met with staff and our Tour Program lead Michelle Mazeke 2x this past month as we work to modify and continue to improve our tour offerings for 2019.

Prior to the holiday break I met with Kristin Begg, former External Affairs Specialist for Columbia Gas and Luca Papalko, our new External Affairs Specialist. We have received the latest work schedule from Columbia Gas which includes completing the Jackson and 6th St. route. I have communicated this with the neighborhood via N4N. Luca indicated that in the first quarter, meaning early spring, they will begin the routes for 2019. These are predominantly in the southern portion of the district along Reinhard, Whitter, etc. I will be posting the address list and we will be leafletting the route ahead of the start date.

I attended the January German Village Commission meeting. Applications were not published for preview in advance due to the holiday.

We have two new Historic Preservation interns who have joined us. Becca Finkes and Smit Patel come from the planning program at OSU. They will be working two days per week for us now through June 1, 2019. Their first assignment is to build metrics around German Villages' value to the city and region economically and culturally.

I attended the Board of Trustees retreat January 5th, participating in discussion around our preservation related activities.

Of the three major developments put before the GVC for conceptual review in 2018, only the hotel at Livingston and City Park has shown an indication of the possibility of additional conceptual reviews in the future. I have not been able to communicate with the Lykens Group (4th and Thurman) or those involved in the project on East Livingston.

Finally, I have been active in conducting research around the UIRF issue under the direction of Delilah Lopez and Joshua Zimmerman. This advocacy issue is fluid and ongoing, however the priority issue for

my office is ensuring the City abide by its own policies. Updates will be shared as they develop across our platforms, in full transparency.

Respectfully submitted-

Nancy Kotting

Jena Wilson, Development & Marketing Coordinator

Membership Development

January is a busy month for membership renewals. I've been working on connecting with members and stakeholders about renewing their membership through email and regular post. Be sure to renew your membership if you haven't done so already!

I am also working diligently in Donor Perfect to make sure it is clean. This helps staff and board use the database more efficiently.

Starting this past week, I've been working on compiling all donation information for the end of year tax receipts that will be in the mail before January 31st. Chelsey Craig has been helping me through the process that she completed last year.

Marketing

GVS Staff and board has helped significantly in sending information to me for Neighbors4Neighbors. I've worked with Nancy Kotting and Chelsey to inform our social media audience about our mission and things going on at GVS. I continue to work on the weekly Neighbors4Neighbors and send out the monthly BrickBeat.

Visitors Center/ Volunteers

The Visitors Center Volunteers have been hard at work making sure that the package delivery service is running smoothly. They've also done a great job being GVS ambassadors as visitors walk through the doors.

One of our Volunteers, Ken Hunger, was a HUGE help this week and took down our Christmas Decorations in the Meeting Haus. They are back up above the Fest Hall Stage until they are needed next year.

Building Management

We have had several inquiries about building rentals this month. Of the inquiries we've gotten, most of them are reserving for the summer months. It looks like the Meeting Haus will see a lot of rentals this summer. Most of the rentals that we have already seen this year have expressed that they would like to continue renting out either the Schuerer Room or Fest Hall spaces.

I am currently working with Delilah Lopez to update our Kitchen and Cleaning Checklist as well as our Building Manager Checklist.