



**Board of Directors Meeting Minutes  
February 5, 2026**

**Present**

Dana DeLuca, Zach Ehmann (via Zoom), Lynn Lupini, Lanny Potts, Jim Ratliff, Craig Vaughan, Wilson Xu

**Absent** Qianna Decker, Steve Glista, Valerie Leith

**Call to Order**

The meeting was called to order at 5:50 pm by Wilson Xu, Board President.

**Approval of Agenda**

February 5 meeting agenda approved unanimously.

**Approval of Minutes**

January 8 meeting minutes approved unanimously.

**Finance Report**

Craig provided an updated report stating that new donations were recently received via the Benevity portal. The donations came from Stryker and Pfizer employees, and included a corporate match for both gifts, totaling \$360. In addition, a recent donation from Jim Ratliff was also acknowledged. The financial report accepted with no objections.

**Discussion Items**

**Board Goals for 2026**

Discussion included maintaining the successful 2025 activities and expanding where feasible to include the following events:

- Clothing swap
- Bike Bus
- Bike Fix it Event
- National Night Out

Further discussion explored the potential for a neighborhood entrance signage (“Welcome to the Westnedge Hill Neighborhood”) similar in style to the current Vine Neighborhood signage that was installed at Park and Crosstown by the ponds. Dana offered to connect with Sally Reynolds (the Vine signage lead) and investigate costs/funding options. There was also interest in refreshing the Little Free Library on Edgemoor, but the costs and specs still need to be presented. Wilson suggested creating a Garage Sale subcommittee to better organize and upgrade the neighborhood-wide sale by creating a map, improved signage design, and better promotion of the event through an app or QR code tools.

### Neighborhood Plan Update

Jim provided an update and presented a proposed engagement format tied to the neighborhood plan’s following three core priorities:

1. Community connections
2. Safety and well-being
3. Conduit of information

The original proposal was a series of three in-person meetings (one priority discussed per meeting), starting late March at Parkwood-Upjohn School (date TBD). The discussion highlights which evolved from the original proposal and the options considered were:

- Address all three priorities in one session (using breakout groups for each topic).
- Using the “Design It” style stations so residents can circulate and give input on each priority.
- Add a facilitator component to help prioritize ideas and build buy-in.
- Consider two repeat sessions (same content on different nights) to capture more residents.
- Zoom option mentioned but generally viewed as less effective for this type of engagement.
- Strong emphasis on clearly marketing why meetings matter, how feedback will be used, and that a draft plan already exists.
- Publish the draft plan (clearly labeled “DRAFT”) on the website to show the work already completed.

**Motion:** Move the neighborhood input sessions to after the neighborhood garage sale in May and allocate funds for promotion and printing. Moved by Wilson, Seconded by Jim. Motion approved.

Action items:

- Wilson to add graphics and a “DRAFT” mark to the plan for web posting.
- Release of the draft plan target mentioned: March (with sessions later, after garage the sale).
- Explore printing promotional postcards/flyers (prior experience: ~\$50–\$60 for ~100 cards).

Implementation timeline feedback: The Board generally agreed the timeline is sound, but suggestions were to add target dates and milestones to performance measures (i.e. measure event attendance annually, survey response targets, etc.) and to add clearer callout that neighborhood input will occur in 2026–2027.

### Survey Results and Reporting Strategy

Discussion focused on how to share results from the prior survey and improve follow-through. The key points identified were as follows:

- A resident had criticized the lack of published results and board agreed sharing is important.
- Survey feedback was described as broad and scattered, making summary difficult.
- Board agreed to share high-level “broad strokes,” not a dense poster format.

The proposed approach was to publish the top 1–3 responses per category (summary) and to use that summary to tee up the next survey, focusing on a few priority areas. Wilson will create a dedicated Survey page (Annual Neighborhood Survey) with a link to the survey instrument (questions) and a publish a mobile friendly survey summary in a PDF format.

Action item: Wilson to update the WHNA website structure accordingly (page creation + document posting).

### Board Candidate Application – Nate Hawthorne (Realtor)

Wilson reported that Nate Hawthorne applied to join the board and has been invited to Board meetings and Annual Meetings but did not attend those events. The Board decided to table further discussion on this topic until the March Board meeting when more board members are present.

### **New Business**

#### Neighborhood Newsletter

This item was not discussed.

### **Old Business**

#### Vision Statement

The Board confirmed agreement with the following Vision Statement which was previously developed: *A connected and thriving neighborhood where residents feel safe, valued, and empowered to shape an inclusive and vibrant community.*

Action item: Wilson will add Vision Statement to the website (mission is already posted).

### Food Composting and Neighborhood Cleanup Event

Dana contacted Beth, the Admin at City Church on Cork St to inquire about the possibility of partnering with them on a Food Compost drop-off site. She followed up with an email to Beth and the Pastor, but there’s been no response from them yet.

Dana reported that our City contact, Chris Broadbent confirmed an event on Saturday, April 25, 11 am - 1 pm. The City will provide a recycling container (for cardboard and plastic bottles) and will prepare materials the Friday before the event. The bins will arrive Friday and be removed the Monday following the clean-up. The proposed location for containers is Happy’s Pizza (and an end point site). The City will seek permission from the property owner. Midtown Fresh may allow placement as an alternative. The Board was asked to Save the Date on their calendars for April 25 from 11 am – 1 pm.

### Bike Rack Update

Wilson reported that Stewards of Kleinstuck agreed to install a bike rack at the Hudson Street site entrance to Kleinstuck Preserve. A sign was created and approved by Stewards of Kleinstuck. Discussion focused on signage material durability (wood vs. metal). Installation will occur after the weather improves. The installation will be handled by an experienced grounds professional (former WMU grounds manager) at no cost to the WHNA.

### **Other**

#### Asylum Lake / Stadium & Drake Property Update

The Board discussed that the planning commission's vote was unanimous to deny the proposed development. Additionally, there was noted appreciation that neighborhood advocacy and the letter we sent helped to ensure that WHNA's neighborhood perspective was represented.

### **10. Adjournment**

The meeting was adjourned at 6:53 p.m. by Wilson Xu.

**The next meeting will be held on Thursday, March 5, 2026, at 5:45 pm at the YMCA on Maple Street.**

**Minutes presented by Dana DeLuca, Secretary**