

Annual Membership Meeting

Meeting Date: July 22, 2014

Location: 1364 Rainier Falls Dr.

Issued/Updated: August 7, 2014

Attendees: Board members and officers: Martha Pacini, Susan Bell, Pat Killingsworth, Erika Birg, David Woolf, and Carl Lange

COVE members: Walter Adams, Sheila and Marshall Cohen, Susan Eckert, Juan Gutierrez, Scott Killingsworth, Mike and Meredith Klank, Joe Looper, Roberta Lynn, Giselle Martin, David Pacini, June Scott, David and Nancy Scott, Ron McCauley, Peter Sederberg, Barry and Jen Tipping

Neighbors: Renie and LeAnn Hallford, Sarah Looper, Josh Pacini, Lyndsei Pacini, Debbie and Les Schneider

Guests: Elena Parent

Others: Others present were not documented on the attendance sheet

Discussion Items:

1) President, Martha Pacini presented a report of 2013 – 2014 activities as follows:

The board has met weekly to discuss issues including cityhood/existing city annexation initiatives, the county, and planning efforts by nearby Emory and CDC. In all discussions, the board seeks an approach that respects the diversity of interests in our neighborhood.

Goals and activities for the year have included:

Goal One: Communicate on issues that impact our neighborhood.

COVE has used four primary communication channels

- i) COVE Report - *COVE Report* was first published on August 23, 2014, and has had over 30 editions.
- ii) Website - www.victoriaestates.info provides for easy online dues payments, includes past issues of COVE Report, other documents and links.
- iii) Facebook - VictoriaEstatesAtlanta has had 56 “likes” since it was established.
- iv) Nextdoor - Victoriaestatesga.nextdoor.com provides a secure website that allows neighbors to share information directly with others.

Goal two: Maintain an active relationship with local and state government and nearby institutional organizations that affect our neighborhood.

COVE representatives have dedicated hundreds of hours attending meetings to assess potential impacts on our neighborhood. Meetings have included, county commission, zoning code re-write, community council, Blueprint DeKalb, DeKalb Task Force, DeKalb Public Safety, Emory Community, DeKalb Municipal Association, CEO Town Hall, Commissioner Town Hall, state legislature, and other meetings.

In addition, COVE reached out to many of our elected officials and invited them to speak with our neighborhood. Among those who accepted were Commissioner Jeff Rader, Commissioner Kathie Gannon, Interim CEO Lee May, State Legislative Delegation Chair Howard Mosby, State Senator Jason Carter, State Representative Mary Margaret Oliver, and State Representative Mike Jacobs

Goal three: Ensure Victoria Estates is properly represented in cityhood/county initiatives.

One of the most immediate areas of COVE's focus has been to address the neighborhood's inclusion (and non-inclusion) in two different proposals for new cities (Briarcliff and Lakeside) as well as potential annexation into the City of Atlanta. In addition to cityhood-focused meetings with various members of the legislative delegation, COVE was also represented at community meetings that were sponsored by both Lakeside and Briarcliff cityhood proponents.

During the legislative session, COVE attended the weekly meetings of the delegation to track any issues that would affect the neighborhood. Additional public meetings on cityhood took place throughout the legislative session, and COVE volunteers attended all of them.

COVE representatives have met with the legislative leadership to underscore the need for greater inclusivity and transparency in the process. At all meetings, COVE's organizational position is neither for nor against cityhood. COVE has worked to underscore the importance of including Victoria Estates representation and input in the decision-making process.

Goal four: Participate in regional civic groups and coordinate with neighboring civic organizations.

COVE reached out to adjacent neighborhood and regional groups, including serving as a sponsor of the Civic Association Network's non-partisan candidates forum + fair held this spring. In addition, COVE was responsible for coordinating/moderating a significant forum on the future of cityhood initiatives in central DeKalb. Over the past year, COVE has established collaborative relationships with the Civic Association Network, Clifton Community Partnership, Druid Hills Civic Association, and Mason Mill Civic Association.

Goal five: Represent COVE members concerning public safety.

COVE representatives attended several half-day seminars regarding public safety and researched numerous options for types of security enhancements such as video and private security firms.

COVE representatives helped organize a Dog Walkers Watch in collaboration with the local representative of DeKalb County's Public Safety Department. This program will help our neighborhood's numerous dog walkers (or just walkers in general) learn to identify suspicious activity and how to report it.

Goal six: Work to maintain the quality of our neighborhood.

Some factors that have an effect on the experience of living in Victoria Estates are traffic associated with the growing CDC/Emory/VA/ Children's Healthcare presence on Clifton Road, any potential zoning changes on Houston Mill Road, music/noise coming from surrounding institutions/organizations, and the need for better infrastructure, including roads, sidewalks, water and sewer.

COVE representatives attended the public meetings regarding the proposed CDC expansion and provided written comments on the draft environmental impact statement, particularly highlighting the transportation and traffic consequences of further expansion without viable alternative transportation. We also sent our comments to our senators and congressional representatives to assure that our concerns about traffic are on the record.

Regarding zoning/development, COVE has:

- (1) worked with the Mason Mill Civic Association to monitor potential developments/developer interest in Houston Mill Road and to discourage high-density development suggested by specific developers.
- (2) worked through the Clifton Community Partnership to monitor that the leasing strategy at Emory Point met its stated goal—to provide housing for those living and working on Clifton and thus alleviate some of the transportation issues. We are happy to report that 90% of the units are leased to those who work nearby.
- (3) attended several meetings regarding potential development at Toco Hills that would involve a drive through restaurant with entrance and exit only onto LaVista.
- (4) Regarding music and noise emanating from our neighboring institutions, we have established relationships with key individuals at Emory so that we can have an early warning of potential noise-making events coming from that source. Our goal for next year is to establish such relationships with the DeKalb County School System so that we can also be aware when events are planned for Adams Stadium behind the old Briarcliff High School. Infrastructure improvement is another focus area. COVE's efforts to address our road, sidewalk, water and sewer deficiencies have been hampered by the county's lack of funding to fix these items. However, we recorded and reported an inventory of sidewalk issues and continue to report issues as we discover them and to advocate for their repair. We are

2. COVE strategic direction for 2014-2015

For 2014-2015, COVE's board has selected four primary focus areas:

1. Cityhood: Continue to represent the neighborhood in the renewed cityhood initiatives, including presence at the state legislative session in 2015.
2. County Affairs: Remain engaged in monitoring county practices, including working to develop an internal audit capacity and a functioning and funded board of ethics to encourage transparency, and remain engaged in all collaborative efforts to bring greater accountability and transparency

to DeKalb County operations; continue to advocate for repairs needed to basic infrastructure in our neighborhood.

3. Zoning: Provide constructive comments to the on-going effort to re-write the zoning code, as well as to support good development along Houston Mill Road and other nearby areas.
 4. Neighboring Institutions/Organizations: Continue dialogue with Emory/CDC/VA/Children's Healthcare regarding issues that affect our quality of life and work collaboratively with other neighborhood associations and regional associations/partnerships to address mutual interests
- 2) The minutes of the July 11, 2013 COVE organizational meeting were motioned for approval by Secretary and Communications Director, Carl Lange. The minutes were approved unanimously.
 - 3) Carl Lange, provided information concerning COVE membership.

As of July 22, 2014 there are 44 households with COVE memberships. There are 215 individual recipients on the mailing list. This includes COVE primary members, other household members, Victoria Estates neighbors, and "friends" such as Mason Mill neighborhood residents. COVE membership is available to all Victoria Estates residents and/or homeowners and can be purchased on the COVE website, by credit card at meetings, or direct payment.

- 4) Treasurer, Susan Bell, provided the financial report.

COVE is pursuing status as a 501c(4) social welfare organization. The IRS defines this type of organizations to include "civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare."

Susan provided a report on the 2013 Statement of Operations. Highlights included:

- i) Revenues: Budgeted = \$1,250; Actual = \$650
- ii) Expenses: Budgeted = \$1,306; Actual = \$54
- iii) The majority of expenses were incurred after Jan 1, 2014 and included filing fees, communications technology, and printing.

The 2014/2015 budget was presented. Highlights include:

- iv) Revenues: Budgeted = \$1,050
- v) Expenses: Budgeted = \$1,305
- vi) Major expenses include filing for IRS tax exemption (\$400), printing and communications (\$350), and insurance (\$225). The tax filing is a one-time fee and is not included in the 2015 and 2016 budgets.

As set forth in our bylaws, COVE membership dues will be determined each year by the board based on input at the annual meeting and were set at \$25 for 2013/2014. Dues are payable no later than January 1 each year for that calendar year (or you may pay on the anniversary of your original membership). Members joining and paying annual dues at any time in 2013 and up through the date of the 2014 annual meeting will be eligible to vote at that meeting. Members shall have paid annual dues within the prior 12

months to be eligible to vote at each annual meeting. Board members must be current on dues to conduct business at any meeting of the board.

5) Board of Directors Governance

Erika Birg opened the nominations for 2014-2015 board of directors. COVE by-laws require not less than three and no more than twelve board members. Nominations were:

- i) Martha Pacini – Current board member
- ii) Erika Birg – Current board member
- iii) Pat Killingsworth – Current board member
- iv) David Woolf – Current board member
- v) Carl Lange – Current board member
- vi) Tim Buchman – Current board member
- vii) Emily Koumans – Current board member
- viii) Ron McCauley
- ix) Peter Sederberg

Erika Birg motioned for approval of the nominations and they were approved unanimously.

A proposed bylaw change was discussed. A one year term for board members is problematic with frequent potential turn-over and a two or three year term was discussed. Also, terms should be staggered, so that board terms do not end at the same time. A motion was made and unanimously approved that the by-laws would be amended to change board terms from one to two years. This will include selection by the board of four of its members to serve a one year term for 2014/2015, the remainder to serve two years, to facilitating the staggered rotation of board members.

6) Announcement and Upcoming Activities

Nextdoor membership - Nextdoor.com for Victoria Estates is a private online social network for all Victoria Estates residents, established by COVE. It also provides access to other neighbors in surrounding neighborhoods. AS of July 22 there are 60 neighbors in Victoria Estates utilizing Nextdoor.com

Dog watchers Watch - The inaugural meeting of the Victoria Estates Dog Watchers Watch was held on July 8, 2014. This crime awareness program sponsored by the National Association of Town Watch encourages dog walkers and any other walkers to assist as “extra eyes and ears” in crime prevention efforts. Al Fowler, DeKalb County Public Safety’s education specialist provided useful tips, such as how to identify suspicious activity and what to do when we see something.

DeKalb Governance Task Force - Board member Pat Killingsworth provided a summary on the activities of the DeKalb Task Force which was commissioned by interim CEO Lee May. The task force is commissioned to provide recommendations to legislators for a plan for process on cityhood and changes to the DeKalb County charter.

Elena Parent, who has been appointed to the taskforce, expressed concern over the ability to overcome entrenched positions by its members to achieve meaningful governance change. She previously represented Brookhaven at the time of its municipalization. There is hope that operational changes may be achievable.

Also lacking is potential reform concerning ethics and audit reform, a key concern expressed to the interim CEO by Pat Killingsworth, Martha Pacini and other COVE board members since 2013.

Citizens Blueprint Committee - The citizens blue print committee, organized by Commissioner Kathie Gannon, includes COVE board members Martha Pacini and Pat Killingsworth with the assistance of Susan Bell as committee chairs for ethics and audit reform. What is not addressed by the Governance Task Force will be promoted through the blueprint committee.

7) The meeting was adjourned by President, Martha Pacini

Action Item Summary		
#	Description	Owner
1	Amendment to COVE by-laws	Erika Birg
2	Selection of 1 year and two year terms for board members	Board
3	Meeting minutes	Carl Lange