

Minutes/Notes
Oakland Heritage Alliance Board of Directors Meeting
March 5, 2024 at 7 PM

Mission Statement: Oakland Heritage Alliance is a non-profit membership organization which advocates the protection, preservation, and revitalization of Oakland's architectural, historic, cultural and natural resources through publications, education, and direct action.

Board Members Present: Charles Bucher, Alison Finlay, Mary Harper, Daniel Levy, Amelia Marshall, Naomi Schiff, Feleciai Favroth, Linda Taylor, Tom Haw

Announcements: None

Regular Business

1. **Minutes** from February 6, 2024 approved with changes
2. **Administrative Report**, Daniel Levy
 - Discussion around ways to connect with contacts that have been removed from Neon due to inactivity
 - **ACTION ITEM:** Lara will send the current removed inactive Neon accounts spreadsheet to Alison for review.
 - Bylaws: Daniel and Feleciai met with someone to review OHA's bylaws, which needs a revision.
 - **ACTION ITEM:** Need to include amendments to the bylaws, which should be with the Secretary of the State.
3. **Financial Report**, Feleciai Favroth
 - Daniel, Mary, and Lara now have access to Quickbooks
 - Feleciai and Daniel met with Casey to get a better understanding of her workflow to aid in figuring out how to make it easier to search for information.
 - Feleciai is waiting to meet with Wells Fargo about a separate brokerage account and credit card.
 - Smaller accounts may be available (minimum \$10K) for a CD—we can either keep these accounts separate or combine into one.
 - Items from the financial report:
 - i. Fix assets—need to do an inventory of the office
 - ii. We have 2 restricted accounts—need to find out more
 - iii. Some items may not have been added to February's numbers yet
 - iv. Walking tours are bringing in most of the money for the organization next to membership
 - We need to figure out how to start tracking Board Giving.
 - We will need to create a budget—have money on hand to pay bills and open one CD. Ultimate goal is knowing where our money is and where it is going and how to grow it.
 - Shout out to Feleciai for working on getting our finances in order

Committee Reports

Preservation, Naomi Schiff

- CCA
 - Naomi is working on a letter to add more about the inadequacy of the EIR—need to come up with alternatives and not only complaints.
 - **ACTION ITEM:** Amelia will draft a letter concerning the EIR not addressing Broadway's use as an emergency evacuation site.
- Moss House
 - Ready to submit the windows & doors study—will be reviewed by joint committee: OHA and Mosswood Recreation Group
 - The Mosswood Recreation Group has a new director
 - Discussion about having a group of people (max 4) go every other day to check on the Moss House, since the park's director is not on sight. (Linda has been going every other day by herself)
 - Homeless encampment and garbage has increased. Hoping something will be done about this in April.
- 3600 Alameda Ave.
 - Naomi received inquiries.
 - Jingtown is concerned about the traffic this project may bring.
 - Project will be heard at an upcoming planning commission meeting.
- Landmarks
 - Meeting canceled for this month, but Naomi met with the chair, Craig R.
 - There may be a vacancy on the committee.
 - Naomi hasn't met with the planning director, but a meeting has been scheduled. If the day/time doesn't work, then she'll reschedule.

Walking Tours, Alison Finlay

- Alison is continuing to gather walking tours and making progress.
- Possible tours: Geoffrey's Inner Circle and Joyce Gordon gallery
- Fox theater tour in the works.
- Rachel M. - Home of Eternity tour
- Tom and Amelia brought ideas around doing a thank you gathering for tour leaders at the end of the WT season
- **ACTION ITEMS:**
 - Linda to follow up with Geoffrey P.
 - Naomi to share information about the Fox, if needed.
 - Kitty will reach out to Rachel M. to find out more, which Alison would like to join the conversation.
 - Tom to discuss the thank you gathering with Alison and bring to the board when an idea has been solidified.

Newsletter, Naomi Schiff

- Current issue is out
- For the next issue, Naomi will be away at the end of May into early June, (returning June 6) so will need to get promotional materials for the WT asap (for the newsletter and/or other printed promotion)

Plaques, Mary Harper

- Paul B. decided against bronze plaques and would like to set up self guided walking tours of former homes of sports legends. (something similar to Fruitvale on Foot) He'll develop a list and will reach out to Mary.

PIP, Amelia Marshall

- Looking into using the website as a portal for call for nominations and to submit applications.

Lectures, Charles Bucher

- No report
- Dorothy L. will be presenting on the 16th St. Station (California Preservation Foundation and OHA collab) - the webinar will be via Zoom and recorded
- **ACTION ITEM:**
 - Charles will get working on ideas for lectures
 - Mary will try and reach out to Theresa W.
 - Feleciai to send promotional material information for Dorothy's webinar

Informational Items

1. Staff Update, Mary Harper

- a. Iliana Morten will be working with OHA as a 1099 contractor on an as needed basis. She's already started and will be working with Lara on Mondays until June 20th.
- b. Planning is in the works to get the administrative/outreach coordinator job posting up in the next couple of weeks and hoping to hire someone by April.
- c. Exit questionnaire coming from Amelia C.

2. 16th St. Station Update, Daniel Levy

- a. Talks are happening with the developers for a possible tour with a small group. Waiting to hear back on this.
- b. Daniel is working on a petition letter to go out in an email campaign. Looking to have it go out next week and put on the website.
- c. It would be great to have a tour as part of this year's walking tour season—at the moment, the City will not allow large groups.
- d. Discussion around leveraging the preservation of 16th St. through OHA programming—i.e. Open Door California. (consider using Open Door for other Oakland locations such as the Scottish Rite, Geoffrey's Inner Circle, AAMLO, etc.)
- e. **ACTION ITEMS:**
 - Daniel to find out if more people can attend the small tour
 - Feleciai will share more information with the board about Open Door California

3. Mosswood Park Recreation Advisory Council, Linda Taylor

- a. Main focus on keeping the Moss House clean and safe.

New Business - None