

Concordia Neighborhood Association

Board Meeting

November 9, 2015

Kennedy School Community Room, 6:00 PM to 7:00 PM

MINUTES

(Prepared by Susan Millhauser)

6:00 – Roll Call, Establish Quorum

6:05 pm

Chair – Isaac Quintero PRESENT
East 1 – Steve Elder PRESENT
East 2 – Mark Charlesworth EXCUSED ABSENT
Southwest 1 – VACANT
Southwest 2 – VACANT
Northwest 1 – Isham “Ike” Harris PRESENT (came late)
Northwest 2 – Ashley McKinney PRESENT

At Large 1 – Robert Bowles PRESENT
At Large 2 – VACANT
At Large 3 – Daniel Greenstadt PRESENT
At Large 4 – Ali Novak PRESENT
At Large 5 – Chris Lopez PRESENT
At Large 6 – Truls Neal EXCUSED ABSENT

Also in attendance: Garlynn Woodsong, Ben Earle

6:05 – Approval/Amend Prior Board Meetings Minutes

6:10 pm

MOTION (Bowles/Lopez) to approve the October meeting minutes as written. 6 in favor, 0 opposed, 1 abstention. MOTION PASSES.

6:11 – Treasurer's Report

6:15 pm

Robert Bowles provided the Finance Report, including an overview of accounts to date. Daniel Greenstadt shared that he had attended the Sabin Community Association meeting the previous night and that they were in the process of developing a forward-looking budget. He suggested the CNA Board should consider this approach. Conversation followed with point made that having a budget will make responding to donation requests easier, for example. It was suggested that a finance committee could be formed to take on this task or the Board could discuss at its annual retreat to be scheduled for January/February 2016.

MOTION (Lopez/Greenstadt) – Accept the Finance Report. 6 in favor, 0 opposed, 1 abstention. MOTION PASSES.

6:16 – Public Comment (limited to 3 min per speaker). (If there are additional Public Comments, time permitting, at end of board meetings additional comment/discussion will be heard.)

6:16 pm

No public comment.

6:16 – Old Business

6:50 pm

- 1. Policies and Procedures Committee.** Chris Lopez noted that this committee needs a chair and that Katie Ugolini hasn't had the time to convene a meeting to select a new chair (she no longer is interested). Discussion followed and Chris Lopez suggested waiting to discuss further in January after new Board members have been elected.
- 2. Holiday Party.** Chris Lopez shared that the Social Committee has been at work planning this event, set for December 8 at the Cerimon House (NE 23rd and Sumner) at 6:30pm. Discussion followed with question about how much was spent at last year's party. Robert Bowles confirmed it was less than \$900.

MOTION (Bowles/Greenstadt) – Approve up to \$900 for the holiday party at Cerimon House. Discussion followed that clarified the money would be spent on the space, food, entertainment, and decorations. 6 in favor, 0 opposed, 1 abstention. MOTION PASSES.

Further discussion followed regarding Board member's role at the party. It was suggested that the Board show up by 6:30 to be greeters, and that otherwise the committee is working on the details.

3. **Annual Meeting and Election.** Steve Elder noted he had received interest regarding Board positions and that Adam Lyons from the NE Coalition of Neighborhoods (NECN) would be present at the Annual Meeting (following the Board meeting) to help with the election process.
4. **Hire Recording Secretary.** Steve Elder noted he had gotten two responses from the ad in the Concordia News (which he read aloud to refresh everyone's memory) for a contract Recording Secretary. He continued that he had invited both candidates to the Board meeting, with one person, Susan Millhauser, showing up. Susan Millhauser introduced herself by sharing the bullet points she submitted in application of the position. Discussion followed to clarify that the contract position would be for meeting attendance/note taking and drafting of meeting minutes for the Board's review/approval only. Robert Bowles requested a written scope of work to reflect this, which Susan Millhauser stated she would send to him. Discussion continued that clarified that other duties such as communicating information about new Board members with NECN and completing annual paperwork need to be conducted by elected Board Secretary (currently vacant).

MOTION (Greenstadt /Elder) 1) – Reaffirm that the CNA Board wants to hire a Recording Secretary for Board meetings for up to five hours/month; and 2) to hire Susan Millhauser to fill the role starting tonight. 5 in favor, 0 opposed, 2 in abstention. MOTION PASSES.

The conversation continued with Chris Lopez pointing out the Board still needs a Secretary, as required by the By Laws, for record keeping and annual State filling.

MOTION (Lopez/Harris) – Elect Ali Novak to the position of Secretary of the CNA Board. 6 in favor, 0 opposed, 1 abstention. MOTION PASSES.

5. **LUTC Committee Update.** Garlynn Woodsong, LUTC Committee Chair, provided an update, as summarized in the draft October 21 meeting notes that were handed out. Topics included: an update on the City's 20's Bikeway Project, an update to the Committee's meeting procedures, a demolition permit that the committee did not see a reason to oppose (no one requested opposition and the home didn't look like it was worth saving), and an ask for people to vote for alley names using the ballot in the cNews. He encouraged everyone present to attend the next LUTC Committee meeting when City staff will share information about the Comprehensive Plan update and updated Plan map and proposed associated zoning changes. Ben Earle invited meeting attendees to connect with him to get on the committee email list.

6:50 – New Business

6:55 pm

1. **Community and Committee Reports** (Each committee to please provide written summary for each board member; prefer report submitted prior to meeting with discussion reserved for meeting)

1. Media Committee. Ali Novak reminded people to take hard copies of the newsletter for distribution.
2. Land Use and Transportation Committee (SEE ABOVE)
3. Social Committee (SEE ABOVE)
4. Clean-Up Committee (NONE)
5. Roles & responsibilities Committee (NONE)
6. Policies and Procedures Committee (SEE ABOVE)

7:00 pm Meeting Adjourned

Chair Quintero adjourned the meeting at the meeting at 6:55pm.