

Concordia Neighborhood Association

Board Meeting

April 12, 2016

Kennedy School Community Room, 7:00 PM to 8:30 PM

MINUTES

(Prepared by Susan Millhauser)

Roll Call, Establish Quorum

Chair – Isaac Quintero PRESENT

East 1 – Steve Elder ABSENT

East 2 – VACANT

Southwest 1 – Garlynn Woodsong PRESENT

Southwest 2 – Daniel Greenstadt PRESENT (arrived late)

Northwest 1 – Isham “Ike” Harris ABSENT

Northwest 2 – VACANT

At Large 1/Treasurer – Robert Bowles PRESENT

At Large 2 – Donn Dennis PRESENT

At Large 3 – Joe Culhane ABSENT

At Large 4/Secretary – Ali Novak ABSENT

At Large 5/Vice Chair – Chris Lopez PRESENT

At Large 6 – Truls Neal PRESENT

Also in attendance: Susan Millhauser, contract Board scribe; Ben Earle, Land Use Committee; Susan Trabucco, Media Committee; Sean Duffy, neighbor, and one other guest.

Roll Call/Establish Quorum

Chair Isaac Quintero reviewed the meeting’s agenda.

CONSENT AGENDA Approve/Amend Prior Board Meetings Minutes

Draft minutes for January, February, and March Board meetings and March general meeting were distributed prior to the meeting.

MOTION (Chris/Truls) – To approve the January, February, and March Board meeting minutes as drafted. 5 in favor, 0 opposed, 1 abstention. MOTION PASSES.

MOTION (Chris/Truls) – To approve the March general meeting minutes as drafted. 5 in favor, 0 opposed, 1 abstention. MOTION PASSES.

Treasurer's Report

Robert Bowles provided an update, noting he had sent out the written summary via email earlier in the day. He noted the checking account balance is approximately \$5,800 and the savings account balance is approximately \$4,800. He added there aren’t any outstanding expenditures coming up for the rest of the year that aren’t already planned for.

MOTION (Chris/Truls) – To accept the Treasurer’s Report for March Board. 5 in favor, 0 opposed, 1 abstention. MOTION PASSES.

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.)

Sean Duffy, a neighborhood resident at 22nd and Jarrett, across from Alberta Park, shared his concerns about increased nuisance activity at the park and asked if the neighborhood association can have any influence related to his concerns. He shared that he has seen increased drug dealing from cars, traffic and parking conflicts, late night parties in the park, increased trash and dog waste. He added that he has two elderly neighbors that have parking issues. He asked if there is anything the neighborhood association can do to help address these issues.

Chris noted that the CNA doesn't have any direct authority but that a letter from the Board can help, and may help to influence the City to take action. Isaac asked Sean to write up his concerns in an email to the Board and that they would take up more formally at the next Board meeting. Robert suggested contacting Office Zoeller. It was also suggested to talk with the Park Rangers and to call the Police non-emergency phone number. Chris suggested that Sean also get his neighbors to sign a letter of concern. Sean shared that he was interested in serving on the Board; it was suggested to wait until the Old Business section of the meeting.

Old Business

1. Social Committee Events/Clean Up Updates

Egg Hunt. Chris shared that about 500 to 600 kids attended the event, which went very well. He noted that Board members didn't attend and that it was a missed opportunity. (It was noted Board members did help with the egg stuffing the night prior.) Chris encouraged Board members to show up at more events and to respond to requests for assistance from Committee Chairs.

Concerts in the Park. Robert noted they are about \$6,000 short, and have raised \$15,000 so far. Chris encouraged Board members to ask businesses they know to sponsor the concerts, which costs \$300 and gets sponsor recognition in the CNews and in Portland Parks and Rec materials. Susan T. noted she talked with Katie about doing a call out for sponsors in the next CNews and suggested listing the concerts in a new format. It was asked what happens if not enough money is raised, with the response being either canceling a band or having the CNA pitch in more funds.

Yard Sale. As was discussed at the March meeting, there is no longer a lead organizer for the yard sale so there will not be a formal event this year. Daniel suggested just picking a date and calling it a yard sale day, with ads in the CNews, on the CNA website, in the Oregonian, on Craigslist, etc.

MOTION (Daniel/Chris) – To pick a yard sale date and to publicize in the CNews and on the CNA website, and to list in the Oregonian yard sale section and on Craigslist, for July. 5 in favor, 0 opposed, 2 abstentions. MOTION PASSES.

Daniel agreed to pick a date.

2. Recruitment of Board Members to Fill Vacant Seats.

Sean Duffy noted he had read about the open position in the CNews and that he lived in the area of the NW position. Daniel noted that the general requirements are to attend monthly Board meetings; to participate on at least one committee; and to attend CNA events. Sean shared that he had served as President and then Treasurer of his homeowner's association in Chicago, so was familiar with Board roles and responsibilities. He added he would like to address issues around public safety at Alberta Park as well as being interested in larger community issues.

MOTION (Chris/Garlynn) – To accept Sean Duffy to serve as a Board member in the NW 2 position. 6 in favor, 0 opposed, 1 abstention. MOTION PASSES.

Garlynn noted that CNA doesn't currently have a Safety and Livability committee due to lack of someone to head it up and that perhaps Sean's interest would be a good match. Ben noted that the Land Use and Transportation Committee fields some of these concerns from the community and that they could help to get him set up.

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. (SEE BELOW)

2. Land Use and Transportation Committee (LUTC)

Garlynn provided an update from the LUTC, including a written update and referenced attachments, which were handed out. Highlights included:

- The Redesign Team for the Bighouse development (30th and Killingsworth) drafted recommendations for changes to the building design, which the LUTC committee reviewed and passed on to the developer as well as Concordia University. Main concerns and recommendations were related to the minimal amount of ground floor space devoted to commercial use and the overall building facades, including lack of architectural details and articulation; and low quality materials/finishes.
- Neighbors on NE 27th Ave. near Concordia University would like to have a No CU parking zone on their street, similar to NE 28th Ave. As discussed and approved at the last meeting, the LUTC would like to reopen discussion with Concordia University regarding the Good Neighbor Agreement. Parking and other issues would be addressed. The LUTC will initiate conversation with CU and bring an updated agreement back to the Board for approval.
- Three demolitions are on the LUTC agenda for next week. A draft boilerplate letter from the LUTC to parties that apply for a demolition permit was shared. The letter provides information about City codes and neighborhood expectations around demolitions. The Board reviewed that draft letter and a suggestion to soften the letter introduction was shared.

MOTION (Daniel/Robert) – With a softer opening added, approve the LUTC to send out the demolition information letter to the appropriate parties in response to demolition permit applications. 6 in favor, 0 opposed, 1 abstention. MOTION PASSES.

- Garlynn noted that the team working on Neighborhood Design Guidelines is forming but on hold until the team is done with the Bighouse development. They are working with others, such as NECN and SE Uplift, to comment on the proposed city-wide residential infill code changes and are hoping for more community comments, and it was suggested to put the information and request for comments on the CNA website and NextDoor. Garlynn added that NECN is working on a final recommendation to the City.
- Regarding the proposed R5 to the R2.5 zone change for parts of the neighborhood, many neighbors attended the information session with Nan Stark from the City prior to the last committee meeting. Most were not very happy about the rezone. The LUTC decided not to act either in support of or against the proposal.

3. Social Committee (SEE ABOVE)

4. Clean-Up Committee Volunteers are welcome to help at the clean up day event!

5. Roles & responsibilities Committee (NONE)

6. Policies and Procedures Committee (NONE)

New Business

1. **Media Committee – Concordia News.** Susan Trabucco discussed the proposal that the committee came up with to address ongoing sustainability of CNews under a paid staff structure, which had been sent to the Board prior to the meeting. She shared the committee's considerations that they were not recommending, such as doing a slimmed-down, plain newsletter or contracting out the work. The option presented to the Board was to keep the CNews as a consistent, high quality publication coming out each month, with a focus on a 12-page paper with a nice layout. Several paid positions were outlined in the

proposal; with estimated time and cost each month to get the paper published and gain ad sales that would eventually cover the costs. She shared that advertisers liked the new design and were more likely to buy ads in a higher quality publication. She added that publishing required time sensitive tasks to be completed with a quick turn around to meet the monthly printing deadline. Isaac asked if the proposal would work financially. Susan shared that she believed it can work, especially with more “warm leads” from the Board to gain additional advertisers.

The Board continued to discuss the proposal. It was suggested that a three-month trial period could be a possibility. Daniel noted CNA savings would be needed to pay the staff for an unknown number of months to get the paper functioning at the level described in the proposal. Susan addressed some questions sent in via email from Ali. Truls wondered if the paid opportunities should be advertised more broadly in the name of equity. Daniel suggested that to be more transparent the positions outlined in the proposal could be called interim positions, while advertising more broadly. Susan noted that once things were running smoothly, any extra funds generated could be put in the bank for off month if ad sales dipped. Ben suggested there should be a larger conversation about the vision and mission of the paper and how to use profits, if any. Truls agreed this would be something to look at later.

Chris expressed concern about making a profit, as CNA is a public benefit non-profit corporation. Also, the additional tasks added more work for the Treasurer. Chris agreed to attend the next Media Committee meeting, which Daniel already attends, to share the Board’s questions and concerns and work out the details of the proposal. It was requested that Carl Jamison, a member of the Media Committee who is serving as editor-in-chief, come to the Board meeting in May. The Board expressed general support for the proposal, with details on the hiring to be fleshed out further by the Media Team, and agreed to hold a formal vote on the proposal at the May Board meeting.

Next Meetings

Board meeting, May 10, 6 to 7pm

General meeting, May 10, 7 to 8:30pm. There will be two speakers and an update from the LUTC.

Meeting Adjourned

Chair Quintero adjourned the meeting at 8:55pm.