

Concordia Neighborhood Association

Board Meeting

May 10, 2016

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

MINUTES

(Prepared by Susan Millhauser)

Roll Call, Establish Quorum

Chair – Isaac Quintero ABSENT/EXCUSED

East 1 – Steve Elder PRESENT

East 2 – VACANT

Southwest 1 – Garlynn Woodsong ABSENT/EXCUSED

Southwest 2 – Daniel Greenstadt PRESENT

Northwest 1 – Isham “Ike” Harris PRESENT

Northwest 2 – Sean Duffy ABSENT

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 PRESENT

At Large 5/Vice Chair – Chris Lopez PRESENT

At Large 6 – Truls Neal PRESENT (arrived late)

Also in attendance: Susan Millhauser, contract Board scribe; Ben Earle, Land Use Committee; Susan Trabucco, Media Committee; Queenie Samuel, Beaumont-Wilshire and Our 42nd Ave.

Roll Call/Establish Quorum

Vice Chair Chris Lopez called the meeting to order at 6:10 and reviewed the agenda. Due to a lack of quorum at 6:10, Chris suggested moving the Land Use and Transportation Committee report to the front of the agenda. (Quorum established at 6:20pm.)

Land Use and Transportation Committee (LUTC)

Ben Earle provided an update from the LUTC, including a written update that was handed out. Highlights included:

- The LUTC met with staff from PDC and Our 42nd Ave., one of eight Neighborhood Prosperity Initiative districts that receive funds from Portland Development Commission (PDC).
- Residential Demolition–3636 NE Killingsworth: Ben noted a neighbor who had concerns that the home had sold had contacted the LUTC. The LUTC was able to facilitate communications with the developer, Satterberg Construction. The property is zoned R2, with four single-family homes proposed on the lot. An in person meeting with the developer was planned to further discuss the project and any neighborhood concerns. The developer expressed thanks that the neighborhood had reached out.
- Mixed Use–Bighouse (30th and Killingsworth): A meeting had been held on 4/25 with developer Brian Spencer, members of CNA Board, and Spencer Parsons (land use attorney) to discuss the Redesign Team recommendations. A written response is forthcoming and the LUTC may come back to the Board for action, which could include a Good Neighbor Agreement.
- Comprehensive Plan: Members submitted public testimony as individuals in advance of the May 25 City Council hearing. The timing made it challenging to submit a formal CNA response.
- The committee is awaiting a proposal from Zipcar (a carsharing company) for a new offering called “MyOwnZipcar”, which will be dedicated to CNA.

CONSENT AGENDA Approve/Amend Prior Board Meetings Minutes

Draft minutes for the April Board meeting were distributed prior to the meeting.

MOTION (Robert/Daniel) – To approve the meeting agenda as amended and April Board meeting minutes as drafted. 7 in favor, 0 opposed, 0 abstentions. MOTION PASSES.

Unfinished Business

1. Concordia News (CNews) Proposal for Paid Positions (Media Team)

Daniel provided an update regarding what had been discussed at the last meeting and new information collected since then. The Board discussed the Media Team's proposal, with it being noted that the CNA may have to bankroll the paper for a few months to get things off the ground in terms of renewed focus on ad sales (as current volunteers are stretched thin with editorial, layout, and ad sales). Daniel noted he had spoken with Office of Neighborhood Involvement (ONI) and NE Coalition of Neighborhoods (NECN) to confirm that as an independent 501(c)3 CNA's activities fall under State non-profit rules and they can directly contract with individuals as independent contractors to put out the CNews. He also noted that NECN had provided several sample personal services contracts, which he shared via email with the Board. With this understanding that there were no organizational barriers in place, Daniel noted they should be ready to decide how to move forward.

Susan Trabucco reviewed the proposal, which consists of the following four paid positions (noting position descriptions are on the CNA website):

- Editor-in-chief – \$500/issue
- Editor – \$500/issue
- Layout and ad design, including individual ads – \$30/page/issue
- Ad sales – 20% of ad sales/issue

Susan noted that the current volunteer team is committed through the publication of the June issue. Daniel added that the Media Team would push out the request for contractors more broadly if the Board approves the proposal, and that they've had some interest based on the article in the April CNews. Ali expressed concern about Susan's ability to continue seeking ads while serving as volunteer editor.

Further discussion followed, including a break down of the typically monthly costs and revenue and what CNA might have to cover as contract staff get up to speed, as follows:

- \$3,000 monthly cost (contractors at rates noted above + mailing/printing @ \$1,000/issue)
- - \$1,400 ad revenue
- = \$1,600 required from CNA to cover gap until ad sales increase

Chris noted that some community members he had spoken with were not happy with the proposal to pay contractors to put out the paper, particularly as they had volunteered a lot in the past. Ali noted that a decision should be made tonight as the volunteers are done in June. Robert added he was in favor of moving forward but he would like to have contracts in place. Daniel replied he was willing to take on the task of customizing a personal services contract and attaching the job descriptions for the Board's review via email.

MOTION (Daniel/Steve) – Beginning with the July issue of the CNews, we approve paying four (4) contractors for the positions described as follows:

- Editor-in-chief – \$500/issue

- Editor – \$500/issue
- Layout and ad design, including individual ads – \$30/page/issue
- Ad sales – 20% of ad sales/issue

7 in favor, 0 opposed, 0 abstentions. MOTION PASSES.

2. Finalize Clean Up Updates

Chris noted the annual clean up event was coming up on May 14. Robert passed around a sign up sheet for additional volunteers, as all the shifts hadn't yet been filled. A reminder to wear closed toed shoes and bring gloves was made.

New Actionable Items/ Business

1. New QuikShade for CNA Events

Chris shared that the CNA pop-up canopy had broken and that it would be very helpful to have a new one for tabling at upcoming events. He added they were borrowing one for the clean up event. He estimated a new one would cost no more than \$100.

MOTION (Robert/Don) – To authorize purchase of a new QuikShade/pop-up canopy for no more than \$100. 7 in favor, 0 opposed, 0 abstentions. MOTION PASSES.

2. Tabling at NE Sunday Parkways at Fernhill Park, July 24

Chris proposed the CNA table at the upcoming NE Sunday Parkways, which goes through Concordia neighborhood. Discussion of the benefits, such as raising awareness of what CNA does and sharing resources, and potential giveaway's followed.

MOTION (Daniel/Steve) – To table at NE Sunday Parkways at Fernhill Park on July 24, from 11am to 4pm, with details to be worked out later. 7 in favor, 0 opposed, 0 abstentions. MOTION PASSES.

3. Pay Sanchez Campaign for Ad Artwork

Due to lack of time and following general meeting, Chris suggested tabling this item until the June Board meeting.

MOTION (Daniel/Ike) – To take up the issue of potential payment for reimbursement to the Sanchez campaign for ad artwork at the June Board meeting. 7 in favor, 0 opposed, 0 abstentions. MOTION PASSES.

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.)

None given. Brief committee reports will be given at the following General Membership meeting.

Next Meetings

Board meeting, June 14, 7 to 8:30pm

Meeting Adjourned

Vice Chair Lopez adjourned the meeting at 6:55pm.