

Concordia Neighborhood Association

Board Meeting

July 12, 2016

Kennedy School Community Room, 7 to 8:30pm

MINUTES

(Prepared by Susan Millhauser)

Board Member Attendance

Chair – Isaac Quintero PRESENT

East 1 – Steve Elder PRESENT

East 2 – VACANT

Southwest 1 – Garlynn Woodsong PRESENT

Southwest 2 – Daniel Greenstadt PRESENT

Northwest 1 – Isham “Ike” Harris PRESENT

Northwest 2 – Sean Duffy ABSENT

At Large 1 – Robert Bowles ABSENT

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 ABSENT

Also in attendance: Susan Millhauser, contract Board scribe; Susan Trabucco, Nancy Varekamp, and Gordon Riggs, CNews & Media Committee; Ben Earle, LUTC; Bella; Gaia.

Roll Call/Establish Quorum

Chair Isaac Quintero called the meeting to order at 7:15 and reviewed the agenda. Isaac noted that the presentation from A Better Oregon Campaign would happen at the September meeting rather than this month.

CONSENT AGENDA Approve/Amend Prior Board Meetings Minutes

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

*MOTION – Approve the June Board meeting minutes as drafted. 5 in favor, 0 opposed, 2 abstentions.
MOTION PASSES.*

Treasurer’s Report – None

Public Comment – None

Old Business

- 1. Results from Neighborhood Clean Up** – Still not available, will be presented next month.
- 2. NECN Request for New CNA Rep**

The CNA needs to appoint a new representative to serve on the Board of the Northeast Coalition of Neighborhoods (NECN). Neighborhood reps are expected to attend the Board meeting on the third Tuesday of the month as well as serve on one committee. Donn confirmed he was interested.

MOTION (Daniel/Garlynn) – To designate Donn Dennis, through a letter to NECN, as CNA’s representative to the NECN. 6 in favor, 0 opposed, 2 abstentions. MOTION PASSES.

3. Sunday Parkways, July 24

Chris gave an update on the opportunity to table at Fernhill Park during the NE Sunday Parkways on July 24. He noted the CNA's spot has been confirmed and that, per the Board's approval last month, they have \$200 to spend on give away items. He asked Board members to sign up for a volunteer slot.

4. Report on Meek Prom – Queenie Samuels was not at the meeting so a report was not made.

5. Appointment of CNA Treasurer

Daniel gave an update, noting that so far there have been two inquiries about the Treasurer opening in response to the notice in the CNews. He added that one person did not follow up and that Robert will follow up with the other person and then report back to the Board. Isaac added that he had been connected with another person who is a CPA who might be interested. Daniel added that Robert had agreed, as the outgoing Treasurer, to follow up with an initial inquiry to screen people, with the Board as whole needing to weigh in as the next step.

New Business

1. CNews Status Update

Susan T. provided background, noting that last month the Board had approved a motion authorizing the hiring of three people for three of the four paid contract positions. She introduced Nancy Varekamp, Editor, Gordon Riggs, Graphic Designer/Layout, and herself (hired as Managing Editor). She added that the CNews now has three very dedicated people who share the goal of having an excellent newspaper. Daniel noted that they are still working on the contracts, drafts of which he had emailed to the Board a few weeks back and has since incorporated Board member feedback in an effort to clear up concerns around indemnification. He added that it is up to the Board to have a mechanism in place regarding content oversight as the newspaper is published under the CNA banner.

Daniel asked for any additional feedback from the Board. Chris expressed his concern about moving forward with the approval and signing of contracts without having a legal review of the contracts first. Daniel noted that the past motion approved by the Board clearly states that the people hired will be contractors, not employees. Susan T. noted that there are several questions to ask to determine if someone is a contractor, including: 1) Do you have more than one client? 2) Does anyone supervise you on a daily basis? 3) Do you provide your own equipment and office space, etc.? She added that all three of them are deemed to be contractors based on these questions.

Regarding the issue around Board content oversight, Ike wondered how material has been screened in the past. Daniel responded that this has happened in various ways or not at all, and now there was an opportunity to develop a simple process. Chris noted that he still has concerns about indemnity and would like to have NAO (Nonprofit Association of Oregon) review the contracts, but that would cost something. Ali noted that if Board members had questions or suggestions about how to review the content of the newspaper, she would like to discuss further. Gordon noted that as the Graphic Designer/Layout contractor, he would like to have a single point of contact on the Board who would be responsible for reviewing the draft newspaper within the same 24-48 hour window during which the paper is proofed, with any edits, corrections, or concerns to be sent to the Managing Editor, Susan. Susan added that they look at CNA as the client and that she just needs affirmation in writing that the paper is good to go to the printer.

Daniel suggested the Board could call out a “designated representative of the Board” for contract purposes, and that they need to confirm the process so the contracts can be signed soon. He added that if an attorney does review the contracts after they are signed, the contracts could be changed/updated. Nancy noted that the Media Team has a 24-48 hour period during which they proof the paper and wondered if the Board rep could do its review during the same timeframe. Discussion followed, including a suggestion from Chris to specify “the Chair, or designee,” for the contracts. Daniel suggested having three official content reviewers from the Board.

MOTION (Ike/Steve, amended by Daniel) – To include a clause in the Graphic Designer/Layout contract that indicates ultimate responsibility for content in the CNews lays with the Board of Directors, to be reviewed by the Board, or designee, as part of the usual proofing process (no less than 24 hours). 7 in favor, 0 opposed, 1 abstention. MOTION PASSES.

Garlynn wondered if the Board could approve the final contracts in September and then back date? Others suggested that the Board should make a decision on the approval of the contacts this evening.

MOTION (Garlynn/Daniel) – Authorize approval of the CNews contracts, including the edits made via email and the motion that was just passed, for the Chair’s signature. 5 in favor, 1 opposed, 2 abstentions. MOTION PASSES.

2. Planning/Preparation for General Meeting

Isaac noted that City Commissioner Amanda Fritz had agreed to attend a General Meeting. He added that the topic would be about what the community wants to the City to do moving forward, in an effort to be proactive rather than reactive. Daniel added that there would be a survey going out to collect feedback from neighbors in advance of this meeting. It was noted that if the Board kept with the schedule of having a General Meeting once a quarter, the next one would be in September and without a Board meeting in August it could be hard to plan for. Someone added that the next General Meeting will be in November, including the Board elections, so it would make sense to have Commissioner Fritz attend in November to draw a larger crowd.

MOTION (Garlynn/Ali) – To cancel the September General Meeting. 6 in favor, 1 opposed, 1 abstention. MOTION PASSES.

3. Appoint Elections Committee for November General Meeting/Board Elections

Daniel provided background, including that Board elections are held in November and newly elected members are seated in January. He added that preparing for the election is pretty straightforward, including bringing a sign-in sheet and having someone keeping tabs on the process and counting votes. It was noted that last year Adam from NECN helped with the vote and that NECN may be able to assist again. Steve agreed to take the lead on the elections committee, with Ike and Daniel agreeing to assist. It was noted that the November Board meeting would be from 6 to 7pm, followed by the General Meeting at 7pm.

4. Summer Events Participation

Chris gave an update on summer events planning. He thanked the Board for its financial support of the CNA’s National Night Out events, including festivities at Dekum Court in conjunction with Home Forward,

the children's parade to Fernhill Park, and the concert planned at Fernhill Park. He also passed around a volunteer sign up sheet and requested Board member participation and help at the events.

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. Land Use and Transportation Committee

Ben passed out the LUTC minutes and other related documents. He summarized that in regard to the Big House development project (NE 30th and Killingsworth), the LUTC had submitted a request to Commissioner Dan Saltzman asking him to support the LUTC's recommendations to the developer for design modifications. The requests included adding more than the required minimum ground floor commercial space, as the current zoning guidelines clearly intend to preserve the neighborhood storefront character at that intersection, which is also supported by the recently approved change in the Comprehensive Plan designation for this area. Commissioner Saltzman's office responded positively and sent a letter to the developer. (Copies of both letters were provided to the Board.) Ben added that Mayor Hales has also expressed support for the LUTC's requested design modifications. He stated that for next steps he hopes to meet with the developer soon as follow up. Additionally, he noted that the Oregon Department of Environmental Quality (DEQ) is conducting regular testing and providing oversight of clean up of this former gas station site, and the developer will also be doing lead paint and asbestos removal abatement at the site.

Meeting Adjourned

The Chair adjourned the meeting at 8:35pm

[Note: the Board will not meet in August due to vacations and a lack of quorum, as discussed by the Board at its June meeting.]