

Concordia Neighborhood Association

Board Meeting

July 11, 2017

Kennedy School Community Room, 5:30 to 7:00pm

MINUTES

Board Member Attendance

Chair – Chris Lopez PRESENT

Vice Chair/SW 2 – Daniel Greenstadt ABSENT

Treasurer/At Large 6 – Heather Pashley PRESENT

Secretary/East 2 – Steve Elder PRESENT

East 1 – Tyler Bullen PRESENT (arr. 6:45)

NW 1 – Isham “Ike” Harris PRESENT

NW 2 – Amelie Marian PRESENT

SW 1 – Garlynn Woodsong PRESENT

At Large 1 – Robert Bowles PRESENT (arr. 5:45)

At Large 2 – Donn Dennis PRESENT (arr. 6:10)

At Large 3 – Jody Pollak PRESENT

At Large 4 – Ali Novak PRESENT

At Large 5 – Truls Neal PRESENT (arr. 5:55)

Also in attendance: Susan Millhauser, Contract Recording Secretary; Nancy Varekamp and Gordon Riggs, Media Team/CNews; Deborah Rochford; Boyd Smith.

Welcome, Introductions and Announcements

Chair Chris Lopez called the meeting to order at 5:35pm. A quorum was established.

Public Comment (items not on the agenda) – None

Review and Approve Agenda and Prior Meeting Minutes

Chris reviewed the agenda. Draft June Board meeting minutes were distributed prior to the meeting.

MOTION (Steve/Ike) – To approve the July meeting agenda as written and the June 13, 2017 Board meeting minutes as written. 8 in favor, 0 opposed, 0 abstain. MOTION PASSES.

Unfinished Business

1. CNA Email Issues

Board members discussed the pros and cons of using CNA email addresses versus personal email addresses for CNA Board business, summarized as follows:

- A majority of Board members would like to continue with CNA email addresses as it helps them to compartmentalize.
- Also, having CNA-specific email addresses provides a record of official CNA communications.
- Some Board members have been having issues accessing their CNA emails and have not been receiving important information.
- Board members with issues should reach out to Will Goubert, the volunteer who sets up emails for CNA. It was noted that Will is happy to sit down with folks in person or by email to help them get set up to receive CNA emails.
- Also, it was suggested that someone should ask Will to check/confirm that all of the Board emails are included in the CNA Board group email.
- It was noted that Daniel, who wasn't present, has been the liaison with Will as a member of the Media Team.

Some related issues with email communication were also discussed:

- It's everyone's responsibility to read CNA emails regularly and respond in a timely manner if a response is requested.

- It is helpful to acknowledge to the sender that you have received an email even if no response requested, though no need to “Reply All” as this clogs up people’s in boxes.
- It is incumbent upon the sender to make sure an email is not going to a Board member’s personal email address.
- Some Board members need assistance deleting old email addresses from their computers and/or a tutorial on how to deal with old names that are still associated with official CNA email addresses.

2. CNA Board Meeting Night, First Wednesday of the Month

Chris shared that the conflict in the Community Room for the first Wednesday of the month was no longer an issue. He confirmed that going forward the Board would meet in the Community Room on the first Wednesday of the month at 7pm (unless otherwise noted), with the next meeting scheduled for Wednesday, August 2 at 7pm.

3. Sunday Parkways – Tasks, Volunteers

Chris provided an update in Daniel’s absence. NE Sunday Parkways is coming up on July 23, from 11am-4pm. Six people are needed to “staff” the CNA booth at Fernhill Park. Volunteers will give away goodies and talk about CNA.

Jody, Heather, Chris (and maybe Katie), Steve (last shift), Amalie (maybe), and Truls said they could help. Daniel will follow up by email with a request for volunteers.

4. National Night Out, August 4 – Tasks, Volunteers

Chris gave an update. The concert starts at 6:30pm, followed by the movie on the soccer field. Association people are needed at the CNA table during the concert and movie plus volunteers are needed to pass the bucket during the concert intermission.

Heather, Jody, and Ike volunteered to table that evening. Katie will follow up with folks.

Chris shared that at the first concert \$1,400 was collected with the help of 11 people. That’s a lot! Typically we get \$800, which shows that the more people helping means more funds raised. To help collect donations, show up at the CNA table (white canopy with CNA banner) at the concert intermission.

Robert shared that volunteers are also needed earlier that day at 4pm to help hand out pizza to the kids at Dekum Court (NE Saratoga and 27th) then help with the parade from Dekum Court to Fernhill Park.

5. Fernhill Park Mural Project – Update and Request for Additional Funds

Chris provided an update on the mural project on the bathroom building at Fernhill Park being done by Beaumont Middle School students. Final project approval was finally granted last month. They are starting this week with clean up, prep, and then painting. The murals should be done by August 4 with an unveiling that evening at National Night Out. Images of the murals were shared with the Board.

Chris stated he had recently spoken with Lindsay, the Beaumont Art teacher and project coordinator, and shared some additional asks for the Board’s consideration.

- a. They could use food/beverages for the students for lunch on the four days they are painting. Board discussion followed:

- Amalie noted that for other similar projects typically organizers have asked local restaurants for donations.
- Jody expressed a desire to know if all of the students who were interested could be involved in the project.

Motion (Garlynn/Robert) to authorize up to \$150 for CNA to buy food and drinks for the student artists during the painting days. 10 in favor, 0 opposed, 1 abstain. MOTION PASSES.

b. The project's cost overruns mean some student artists will not get the full stipends that were proposed at the beginning of the project. Could CNA provide additional funding to ensure the students got stipends? Board discussion followed:

- There were a lot of questions and concerns shared about other fundraising efforts the project team may have done to offset the cost overruns and how the stipends would be distributed among the students, which Chris was not able to answer.
- Jodie suggested it was not appropriate for CNA to step in to fix a programmatic issue.
- Robert requested more information about why they needed additional funds and how they would be used.
- Amalie shared that she has a lot of paintbrushes to donate.

Motion (Robert/Garlynn) to authorize \$200 for additional student stipends. 1 in favor, 7 opposed, 3 abstain. MOTION FAILS.

As a related aside, Ike recently found the bathrooms locked at Fernhill Park and the port-a-potties are extremely gross. Chris agreed to call Portland Parks to follow up about the locked restrooms and to ask Parks to follow up with the sports league, or whoever is responsible for renting the port-a-potties, to have them serviced.

New Actionable Items

1. Letter to Oregon Department of Environmental Quality (DEQ) and Governor Re. Oil Recycling Emissions

Garlynn provided background on this topic, noting a request had been made for the CNA Board to submit a letter during the recent permit renewal public comment period for a facility in N. Portland. Community activists and an investigative journalist uncovered information about undisclosed toxic air pollutants coming from American Petroleum Environmental Services (APES), in addition to ongoing concerns about the permitted emissions. As permit comment period closed the Monday prior to the Board meeting, Garlynn circulated a draft letter for the Board's review and feedback the week prior to the Board meeting, as time was of the essence. Some Board members provided feedback via email. CNA and NECN sent letters to DEQ regarding the air quality permit and to the Governor asking for support for the operations to cease and desist.

MOTION (Steve/Ali) – To retroactively approve the letter Garlynn wrote to the DEQ and Governor Brown regarding oil recycling emissions. 11 in favor, 0 opposed, 0 abstain. MOTION PASSES.

Garlynn noted that an air quality consultant who was interested in making a presentation to the CNA had contacted him. Chris suggested a Board meeting would make sense.

2. NE 23rd Ave. Community Garden – Request for Funds

Ike shared that he and his neighbors on NE 23rd Ave between Liberty and Holman have worked together to clean up the yard of a neighbor who is in poor health and can't take care of their yard. The neighbors have

installed one garden box in the planting strip out front to grow vegetables to share and would like to add more boxes and plants. He shared a letter from the neighbors requesting \$500 to purchase additional planter box materials, soil, and plant starts. Ike would serve as the CNA contact with the neighbors. The group will work the planters together. Board discussion and questions followed:

- In response to a question from Donn if the planters would be on the public right-of-way, Ike confirmed they would be. Someone confirmed that one does not need permission from the City to plant vegetables in that area.
- Ike confirmed this was a one-time ask at this point.
- Regarding watering, neighbors will pitch in to water the vegetables.
- Jodie noted that if a motion is approved that provides a budget; receipts will have to be submitted for reimbursement.

MOTION (Ali/Steve) – Grant a reimbursement of up to \$500 for materials and plants for the NE 23rd Ave community garden. 11 in favor, 0 opposed, 0 abstain. MOTION PASSES.

Board members requested a report back on how it goes. It was suggested that this might be a nice pilot project that other neighbors could do in the future if it worked out. Gordon suggested there could be a good opportunity at the site to promote CNA's support of the project. Garlynn suggested something could be painted on the side of the garden boxes, perhaps. It was suggested that someone should photograph the garden in September or October to accompany an article in the CNews.

CNA Committee Reports

1. Finance

Heather shared that there is about \$20,000 in the CNA bank account. \$645 in donations have been received via the Summer Concerts PayPal account.

Steve requested to meet with Heather, Robert, and Jodie to discuss budgets and reporting. The Finance Committee meets monthly.

2. Land Use and Transportation

Garlynn shared that the LUTC is working on speakers on the topic of parking for the September general meeting. The general meeting will be at 7pm, preceded by the Board meeting at 5:30pm.

3. Media

Gordon shared copies of a proposal, for the Board's consideration, which suggests priorities for the community events calendar on the back page of the CNews based on who/what sponsors each event and where the event is located. The CNews team has been working under the assumption that all events listed are non-profits or raising funds for a non-profit. However, guidelines are needed to promote consistency and to deal with space constraints. Board discussion and questions about the proposal followed:

- Ali wondered if it would make sense to charge a small fee for all calendar listings and then waive for non-profits or other categories/levels?
- Jody suggested perhaps do not allow any level III events unless a non-profit?
- Nancy stated that adopted guidelines are needed for consistency sake.
- Chris liked that the proposal is specific yet vague enough. He suggested some events outside Concordia could be of benefit to neighbors.
- Chris suggested that a vote on this be postponed until the next meeting so the item could appear on the published meeting agenda.

- Gordon asked for Board members to send him any feedback via email at mediateamlead@concordiapdx.org.

Gordon provided a brief monthly update. The July CNews net revenue was \$400. The amount of discount on ad rates given to non-profits was about \$195. Ad coverage was about 43% of all 12 pages. The goal is about 40% coverage on average, with fewer ads on the front and first few pages. The CNews team doesn't expect this to happen every month, as there were a bunch of ads committed through August. Gina is out beating the bushes for ads for the next several months.

4. Policy and Procedure – None.

5. Safety and Livability

The first meeting of the new Safety and Livability Committee will be on July 20 at Truls' house at 7pm.

6. Social

Regarding the community clean up event, NECN did not provide as much funding as anticipated, so the event netted \$2,200 without the NECN funds.

Summer concerts are still short on cash. Chris noted that about 1/3 of the \$5,000 deficit had been made up at the first concert by passing the buckets. He encouraged all Board members to please come and help pass the buckets at intermission. It was suggested that a thanks to the community could go out on social media with a plug for the ongoing need for donations and a link to the PayPal account.

7. Ad Hoc Retreat

Donn shared there is nothing to report yet.

Public Comment (items not on the agenda) [Note: two neighbors joined the meeting after the initial public comment agenda item, so Chris asked them to introduce themselves and share why they were there.]

Deborah Rochford shared that she is a neighbor and had stopped in to see what the Board is up to. She related she is a marketing professional and gave some advice on a "soft ask" for support of the concerts. She suggested Monday is a good day to post something like this on social media. She added that sharing / liking and commenting on social media posts and adding 4+ photos bumps the post up in people's feeds, which gets it more visibility.

Boyd Smith shared that he came to ask for advice about activity at the former Jay's convenience store on Killingsworth. He related that he owns a rental house directly behind the store and his tenant has reported shootings on NE 33rd and Killingsworth and at the rear of the Jay's property. The store is vacant and in bad shape; it's been tagged and there has been no response from the City. He added that there are ongoing concerns about activity at the TriMet bus stop on that corner as well. Robert shared that the property is for sale and is currently pending, so hopefully the new owner will be more responsive to concerns.

Meeting Adjourned – The Chair adjourned the meeting at 7:20pm and encouraged Board members to go to Race Talks. The next Board meeting will be held on Wednesday, August 2, 2017 at 7pm.