

Concordia Neighborhood Association
Board Meeting
February 14, 2017
Kennedy School Community Room, 7 to 8:30pm
MINUTES
(Prepared by Susan Millhauser)

Board Member Attendance

| | |
|---|--|
| Chair – Chris Lopez PRESENT | At Large 1– Robert Bowles PRESENT |
| East 1 – Tyler Bullen PRESENT | At Large 2 – Donn Dennis PRESENT |
| East 2/Secretary – Steve Elder PRESENT | At Large 3 – Jody Pollak PRESENT |
| SW 1 – Garlynn Woodsong ABSENT | At Large 4 – Ali Novak ABSENT |
| Vice Chair/SW 2 – Daniel Greenstadt PRESENT | At Large 5 – Truls Neal PRESENT |
| NW 1 – Isham “Ike” Harris PRESENT | At Large 6/Treasurer – Heather Pashley PRESENT |
| NW 2 –Amelie Marian ABSENT | |

Also in attendance: Susan Millhauser, Contract Recording Secretary; Nancy Varekamp, Gordon Riggs, and Gina Levine, CNews/Media Team.

Guests in attendance: Sarah Auldredge, Ana Tighe, David Greenberg, Madyson Roach, Paul Vasilatus, Kirk Caballero, Lindsay King, Mary Chattin, Marie Brandis, Cornelia Stanta, Betsy Jeronen, Linda Berkemeier, Thom Fakbach.

Welcome, Introductions and Announcements

Chair Chris Lopez called the meeting to order at 7:05pm. A quorum was established.

Public Comment (items not on the agenda)

None

Review & Approve Agenda and Prior Meeting Minutes (Consent Agenda)

Chris reviewed the agenda. Meeting minutes were distributed prior to the meeting.

MOTION (Steve/Heather) – To approve the January10, 2017 Board meeting minutes. 9 in favor, 0 opposed, 1 abstains. MOTION PASSES.

Unfinished Business

1. CNA Retreat – Expand scope; plan for spring/summer instead.

Chris suggested moving the retreat to late spring or early summer as he would like to expand the scope to also include reviewing the basic tenets of the organization, including policies and procedures. He suggested the Board could spend some time at the March meeting discussing having a committee to help plan the retreat.

2. General Meeting

Chris noted the spring general meeting would be held on March 14 at 7pm, with the Board meeting to be held prior. Regarding the topic, Chris suggested having it be open to gather feedback from neighbors, which would in part help to inform the retreat. It was suggested that the article in CNews about the General Meeting could also ask for people to submit ideas for discussion prior to the meeting. Steve suggested

asking someone to come talk for 10 minutes to draw people in, perhaps Commissioner Chloe Eudaly, which was generally agreed to.

New Actionable Items

1. Movie in Fernhill Park Sponsorship Request

Chris shared that Portland Parks proposed that CNA sponsor a movie in the park as part of the Summer Free for All (SFFA). Parks had decided to make all concerts happen on the same night, so CNA would now have a fifth Friday concert with the movie afterwards, instead of the first Tuesday night of August concert as had been done in the past, to celebrate National Night Out. The movie will be Lego Batman and the cost for CNA will be \$500. Robert added that the social/concerts committee usually raises \$20,000 to pay for the Concerts in the Park at Fernhill and that they will do the same for the concert with movie. To raise funds, they typically pass the hat at concerts and get sponsors. Robert offered that his business would cover the \$500 sponsorship fee for the movie.

MOTION (Robert/Steve) – To sponsor the Friday night Summer Free for All movie at Fernhill Park. 10 in favor, 0 opposed, 0 abstains. MOTION PASSES.

2. Alliance High School at Meek Prom Support Request

Chris shared that he had received a request from Lorna Fast Buffalo Horse, principal at Alliance High School at Meek, for support from CNA to hold their high school prom on May 20, from 7 to 10pm. He brought new Board members up to speed on last year's request to hold a prom, as the school is subject to a Good Neighbor Agreement with CNA that limits use of the building in the evening, and noted this would be the second year. He added that there had been no problems reported last year from an across-the-street neighbor, Queenie Samuels, who had attended last year's Board meeting on this topic.

MOTION (Robert/Truls) – To give approval for Alliance High School at Meek to hold its high school prom on May 20, from 7 to 10pm. 10 in favor, 0 opposed, 0 abstains. MOTION PASSES.

3. Beaumont Middle School/Fernhill Park Mural Project Proposal Support Request

Chris shared that support from CNA is being sought for this proposed project. They are seeking CNA support for a grant request to the NE Coalition of Neighborhoods, including fiscal sponsorship as a 501c3 and a letter of support to go with their grant application. Lindsay King, the Beaumont Art teacher, shared that the goal of the project is to work with students to learn about the process from start to finish, including how to get approval, raise funds, design the mural, and execute it. She introduced three of her students who shared a presentation on the proposal, which would be a mural on one side of the Fernhill Park restroom building. She added that they would like to give a brief presentation about the project at a Summer Concert. She handed out copies of the project summary, including a preliminary budget, funding plan, and "asks" to the CNA. Robert recalled that in the past NECN had acted as the fiscal sponsor. Lindsay clarified that this year they are charging a fee to be the fiscal sponsor to cover staff administrative time. She noted the grant application, including supporting materials requested from CNA, is due at the end of February, with the award to be announced in April.

MOTION (Steve/Truls) – To provide a letter of support for the Beaumont Middle School/Fernhill Park mural project for the NECN grant application, and will answer additional questions as needed. 10 in favor, 0 opposed, 0 abstains. MOTION PASSES.

4. Faubion/Concordia University Community Garden Project Proposal Support Request

Gina shared that her children attend Faubion and that their PTA is also applying for NECN grant funds to establish a garden at Faubion. She added that NECN likes to see community partnerships and shared a

letter with additional details. She requested that CNA write a letter of support for their application to NECN. She added that the Faubion PTA would provide funds and act as the project's fiscal sponsor.

MOTION (Robert/Heather) – To provide a letter of support for the Faubion School/Concordia University garden project for the NECN grant application. 10 in favor, 0 opposed, 0 abstains. MOTION PASSES.

5. Northwest District Association (NWDA) Letter to TriMet Re: Line 24 Support Request

Tyler, Land Use and Transportation Committee (LUTC) Vice Chair, shared a letter from the NWDA asking for support from CNA for its request to TriMet and the City to expand service on Line 24 by creating a direct route from NE to and from NW Portland via the Fremont Bridge. Tyler noted that the LUTC was to meet the next night, when they typically meet prior to the Board meeting, and had not yet had a chance to review and discuss the request and that a letter of support is needed prior to the next Board meeting. So he was asking for the Board to approve prior to the LUTC's review and recommendation. In response to a question, Tyler noted that he did not believe the proposed change requested by NWDA would change the line to Frequent service, but rather is a request to change the route to provide more direct service between NW and NE Portland.

MOTION (Daniel/Jody) – To authorize the LUTC to draft a letter of support for NWDA's request regarding TriMet line 24. 9 in favor, 0 opposed, 1 abstains. MOTION PASSES.

6. Portland Sacred Harp Request for Continued Use of Community Room

Chris introduced members of the Sacred Harp singing group, noting they have been using the Community Room twice a month (last Thursday and fourth Sunday) for many years. He added they are requesting continued use of the Community Room as a "neighbor-sponsored" group and also need a formal agreement with CNA. He shared some information about the group, which hosts singing sessions that are free and open to the public. Chris noted that due to a scheduling conflict, it came to his attention that Portland Sacred Harp did not have an agreement with CNA to use the room. (Chris took over scheduling the Community Room last year.) He added that they have been using the Community Room free of charge as a "neighbor-sponsored" group for many years. Truls wondered if other groups get to use the room for free. Chris responded that several groups have used the room for free and, based on his reading of the contract between the Kennedy School and CNA, he thinks that some groups can still be allowed to use the room for no charge. He added that it has been inconsistent in how this has been implemented.

Anna, with Portland Sacred Harp, shared that they have been coming to the Kennedy School since 2005. There used to be a lot of free events at the Kennedy School in the Community Room, such as theirs and Portland Storyteller Guild's. She added that it was her understanding that in 2011 the Kennedy School was no longer required to provide for a free room for community events and that she didn't believe a conscious decision was made at the time to start charging for use of the room for free community events. Chris shared a copy of the CNA/Kennedy School contract, dated October 2012, which clearly states that the CNA can offer free use of the room. Anna added that she hoped the Board would consider adding more groups that are able to use the room for free and increase access to free events in the space.

The Board continued discussion of this topic, summarized below:

- If the group is a non-profit could the CNA count the free use as a donation?
- Board members expressed concern that some groups can use the room for free while others can't.
- It was agreed that an equitable system is needed to determine how free use of the room is allotted and that the Board needs to follow through with a commitment to figure this out (as had not been done in the past).
- It was suggested the policy should be figured out first before allowing one group to continue using the room for free.

- A bigger question to answer is how does the Board differentiate and decide how to divvy up the free use time.
- It was noted that every week there are 120 hours available to use the room.
- Contracts need to be in place for all ongoing users for a one-year period, if not already in place.
- Money raised by renting the room allows CNA to provide financial support for other community events and projects.
- Should this topic be discussed by the entire neighborhood at the general meeting?
- It was suggested to honor the historical agreement now while the Board takes a closer look at the bigger goals of having a room available for free community events.
- It was noted the upcoming Board retreat would be a good time to clarify the Board's policy on free use of the room.

MOTION (Ike/Tyler) – Continue to extend the offer for free use of the Community Room on the last Thursday and fourth Sunday of the month to Portland Sacred Harp, up to 5 hours/month, for the rest of 2017. 8 in favor, 1 opposed, 1 abstains. MOTION PASSES.

It was suggested that the CNA Community Room calendar should be publicly facing, especially if there are events that are free and open to the public. It now only shows that the room is “busy” when viewed by the public. Tyler agreed to help Chris make that change to the Google calendar.

7. Campaign for Water Spigot at Fernhill Park Dog Off-Leash Area (DOLA) Support Request

David Greenberg, who lives in the Sabin NA, shared that he uses the Fernhill Park DOLA daily. He is seeking CNA's support as a fiscal sponsor to facilitate collection of small donations from DOLA users to pay for the installation of a water line and spigot for dog water use. He shared the letter he received from Portland Parks and Recreation (PP&R) with two location options and costs. He noted that PP&R staff would install the improvements, which would be funded by donations, and PP&R would pay the water bill.

It was suggested this could be a good opportunity for CNA to do a simple, straightforward fiscal sponsorship experiment. David noted he had worked in non-profit fundraising for many years and would be happy to help the Finance Committee get set up with systems to do fiscal sponsorship. In response to a question, David confirmed that the City would be doing all of the work. He added that as a fiscal sponsor, versus a fiscal agent, CNA would hold no liability. He clarified that as a fiscal sponsor CNA would be responsible for taking and processing donations from individuals, funneling the money to PP&R, and writing and mailing gift receipt letters at the end of the year.

MOTION (Robert/Tyler) – To act as the fiscal sponsor for the installation of a water line and spigot in the Fernhill Park DOLA by PP&R. 10 in favor, 0 opposed, 0 abstains. MOTION PASSES.

Jody noted a Memorandum of Understanding would be needed, to which Robert agreed. It was suggested that details on how neighbors could donate to the project should be included in the March issue of CNews.

CNA Committee Reports

1. Finance – A written report was provided by email.
2. Land Use and Transportation – Written information was provided by email (including the agenda for the upcoming LUTC meeting, information sheet on the NE Lombard at 42nd Avenue off-street bike lane, and letter from NWDA regarding TriMet line 24).
3. Media

Gina shared that the Cerimon House, which is a non-profit, is interested in running a ¼ page ad in the

CNews every month. She noted that CNews usually offers a 15% discount on ads to non-profits or a 15% discount to any advertiser for ongoing ads. She was asking the Board for feedback as she would like to extend to Cerimon House a higher discount rate as they are an important neighborhood partner, in addition to being both a non-profit and running an ongoing ad. She noted that Cerimon House has donated use of their facility, a \$1,000 value, the past two years for use by CNA for its annual holiday party. She added that Cerimon House wants to have an on-going ad on the back page of the CNews with upcoming events, similar to what Kennedy School and Alberta Rose Theater run each month.

Truls suggested Cerimon House's donation for use of their facility could show up as a credit towards advertising rather than offer an additional discount on the ad to keep it fair for other groups. Chris recalled that Alberta Main Street, another non-profit doing great work on behalf of businesses in the neighborhood, and Concordia University, had been offered free ads if space in the past. Jody opined this should really be discussed at the policy level first. Gina proposed a consistent policy for going forward for the Board's further discussion: offer a 20% to 25% discount for non-profit advertisers that make a yearlong ad commitment. She added she would suggest a 25% discount.

The Board discussed further. It was noted there are bigger considerations for CNews – if they give a discount there may be less space for full cost ads. Others agreed that they needed to look at the big picture and that the retreat would be a good time to discuss further. Gina shared information about the current rates and discounted rates. Chris opined that it feels like CNA dropped the ball as Cerimon House is bringing in tons of great programming for the community at low or no cost (they typically use a sliding scale for admissions).

MOTION (Tyler/Robert) – Offer Cerimon House a 25% discount on ads for one year through February 2018. 9 in favor, 1 opposed, 0 abstains. MOTION PASSES.

4. Other

Ike made a request to the Board for \$150 to host a pizza party for the Faubion School kids who ride his bus every day, in an effort to forge new alliances among the students on the bus. He added that this would be between him and the kids and their parents. Jody suggested that Ike should check in with the Faubion principal and get a letter of permission to alleviate any liability concerns. She added that Papa Murphy's might donate some pizza! It was also suggested that Ike get approval from the bus company, too.

MOTION (Ike/Robert) – For CNA to provide up to \$150 for a pizza party for Faubion students that ride Ike's bus, with a CNA Board member to attend and written permission from the principal and bus company to be obtained first. 8 in favor, 2 opposed, 0 abstains. MOTION PASSES.

5. Social

Volunteers have stepped up to run the annual CNA Yard Sale. The first meeting will be held on Thursday in the Community Room. The Social Committee is also working on the Spring Egg Hunt, which is hosted in conjunction with the American Legion Post 134 on Alberta Street, and is a lot of fun especially stuffing the eggs the night before at Post 134.

Meeting Adjourned – The Chair adjourned the meeting at 9pm.