

Concordia Neighborhood Association
Board Meeting
April 4, 2018
Kennedy School Community Room, 7pm to 9pm
MINUTES

Board Member Attendance

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| Chair – Chris Lopez PRESENT | SW 1 – Garlynn Woodsong ABSENT |
| Vice Chair/At Large 5 – Truls Neal PRESENT | SW 2 – Vacant |
| Treasurer/At Large 6 – Heather Pashley PRESENT | At Large 1– Robert Bowles ABSENT |
| Secretary/East 2 – Steve Elder PRESENT | At Large 2 – Donn Dennis ABSENT |
| East 1 – Jody Pollak PRESENT | At Large 3 – John McSherry PRESENT (arr. 6pm) |
| NW 1 – Ike Harris ABSENT | At Large 4 – Ali Novak ABSENT |
| NW 2 –Amelie Marian ABSENT | |

Also in attendance: Susan Millhauser, Contract Recording Secretary; Eric, Media Team; Sonia; Matt.

Welcome, Introductions and Announcements

Chair Chris Lopez called the meeting to order at 7pm. As there wasn't a quorum, Chris moved onto agenda items not requiring a vote.

Review and Approve Agenda and Prior Meeting Minutes (Consent Agenda) – No action due to lack of quorum.

Old Business

1. Summer Concerts – Chris provided an updated on the Committee's conversations with Portland Parks and Recreation (PP&R):

- There are issues with the new way PP&R is organizing sponsorships and fundraising:
 - They're no longer allowing money collected at the shows by "passing the bucket" to go toward the concert fund. These funds have help to offset costs the following year, reducing need for upfront sponsorships and fundraising. Going forward any funds collected would go into PP&R's general fund to help offset programs in other parks.
 - One option is for CNA to do fundraising via PayPal again, with a link on www.concordiapdx.org.
 - Re: sponsorship, to table at one event now cost \$1,000. Local businesses aren't as interested in lower cost sponsorships as they won't get a table or other perks; doesn't seem worth it.
 - Could run ads for smaller sponsors in the CNews, in addition to listing them / thanking them in the paper.
- The Committee plans to continue to push back against the changes, especially about collected funds going to the general fund, and will draft a letter to PP&R and perhaps City Commissioners.
- PP&R agreed to hold a debrief meeting after the concert season was over.
- CNA will be a champion sponsor this year, as approved by the Board, for the July 27 concert with the band The Slants.

2. Community Room – The Board discussed the Community Room scheduling:

- Chris shared background on how the community room is currently being scheduled. He does it and is fine continuing with a low-tech method as it works for him, but doesn't have the bandwidth to update or improve the process.

- Chris is happy to let others take it on if they're interested in working on online scheduling and web-based payment.
 - Steve noted that Michael, who had been involved with the Media Team, started to set up an online payment system.

The Finance Committee, including Sonia, Heather, Steve, and John, will take on researching options for the Community Room. The Committee meets on the last Wednesday of the month in the Community Room.

Board discussion regarding how to handle requests for free use of the room followed:

- Chris noted currently it is offered for free on a per request basis, with the requestor coming to a Board meeting seeking approval.
- Jody suggested there should be a policy that spells out why and when the room is offered for free use, including guidelines and a simple application, with the goal of being more fair and transparent.
- John suggested developing a business plan to set guidelines for making room donations, explain the history, marketing goals, etc.
- Chris noted that CNA is able to afford donating room; there is \$30,000 in the bank! Plus the original intent was not for it to be a major generator of revenue.

Regarding spending of funds, Jody is interested in CNA setting up a small grants program to get some of that money back into the community, similar to one she had managed for a small non-profit:

- It could be open ended— come to us with your great ideas! For example, Ike's planter box project.
- It would have general guidelines around community benefit, with a one-page application including a simple budget and narrative.
- To get started she would need to better understand CNA's baseline budget.
- It would also be helpful to have the Board articulate a larger vision for how CNA contributes back to the community. What are the organizations desires and priorities? This would be a great topic for a retreat!
 - John suggested that discussion of vision could be a short standing agenda item each month to get a discussion started.

New Actionable Items – None

CNA Committee Reports

1. Finance, Heather – None
2. Land Use and Transportation (LUTC), Garlynn – None
3. Media Team, Eric
 - Eric has been reviewing other NA websites to get some ideas for revamping CNA's.
 - Sullivan's Gulch and Woodlawn are good examples. Woodlawn's cost about \$3,500 and includes advertisers.
 - Old Town/Chinatown is another example with neighborhood advertisers.
 - A Board member suggested there might be a neighborhood resident that is a web designer who could offer a reduced rate.
4. Safety and Livability – None
5. Social, Robert – None

Announcements/Public Comment (items not on the agenda)

1. Sonia is interested in serving on the Board but she does not live in SW2, the area with the open position. The Board discussed options for rearranging people in at-large positions that might live in SW 2.
2. Several Board members are not getting emails at their CNA email address: Truls, Amelie, Donn, and Jody. Please contact Will for assistance. cna.it@concordiapdx.org

Meeting Adjourned – Chris adjourned the meeting at 8:25pm. The next Board meeting will be held on Wednesday, May 2, 2018 at 7pm.