

**Concordia Neighborhood Association
Board Meeting Minutes
September 5, 2023**

Web: <https://meet.google.com/jwb-ivfb-mcv>
Telephone Call in: 1-413-779-5435; PIN: 246824040#

Board members in attendance:

Chair – Astrid Furstner	Absent
SW 1 - Open	
SW 2 - Megan Gobble	Present
East 1 & Treasurer - Heather Pashley	Absent
East 2 - Open	
NW 1 - Ike Harris	Present
NW 2 - Matt Roberts	Present
At Large 1 - Robert Bowles	Absent
At Large 2 - Patricia McMahon	Present
At Large 3 - John McSherry	Present (at 7pm)
At Large 4 - Rich Burton	Present
At Large 5 - Michelle Fitzgerald	Present
Vice Chair and At Large 6 - Brittany van der Salm	Present

Taking minutes (in place of Recording Secretary): Michelle Fitzgerald

ALSO IN ATTENDANCE:

Dina (Media Team Lead), Gordon Riggs (Concordia News Designer), Kepper Petzing, Brian Schutte, Leigh Shelton, Joe DeBlasio, Nikki Ricks, Kate Peloquin, Brent Furstner, Luci Furstner, Michael Brown, Lucy Morrow, Tatiana Pierwechter, Joe Meyer

WELCOME AND INTRODUCTIONS:

Brittany van der Salm called the meeting to order at 18:16. and a quorum was established. Board attendance included.

REVIEW & APPROVAL OF MEETING AGENDA:

MOTION: Michelle Fitzgerald moved to follow the guideline of the meeting distributed by Brittany and we will create a finalized agenda. Megan Gobble seconded.

MOTION PASSED by a majority vote; 0 abstained; 0 opposed.

MOTION: Matt Roberts motioned to postpone the review of the July and August meeting minutes until the October meeting. Patricia McMahon seconded.

MOTION PASSED by a majority vote; 0 abstained; 0 opposed.

MOTION: Matt Roberts motioned to appoint the position of Recording Secretary to Christine Yun and offer Austin Cross to be the backup recording secretary, as needed. Megan Gobble seconded.

MOTION PASSED: by a majority vote; 0 abstained; 0 opposed.

MOTION: Matt Roberts motioned to change Rich Burton's position from At Large 4 to East 2. Megan Gobble seconded.

MOTION PASSED: by a majority vote; 1 abstained; 0 opposed.

MOTION PASSED: Matt Roberts motioned to appoint Austin Cross to the position of SW1. Rich Burton seconded.

MOTION PASSED: by a majority vote; 0 abstained; 0 opposed.

MOTION: Megan motions to appoint Brian Schutte as the Treasurer. Matt Roberts seconded.

MOTION PASSED: by a majority vote; 0 abstained; 0 opposed.

NEW BUSINESS:

1. **Ad hoc committee** re: Community Room Wifi options: Leave on outstanding business for review. All agreed.
2. The change in board positions will need the help of IT to get the email accounts and relevant access sorted quickly. Social committee still does not have correct access to social@ email account.
3. The Board would like to invite Daniel Norfleet to attend a CNA meeting and introduce himself in hopes of the possibility of joining the board.
4. **Recording secretary:**
 - a. Christine Yun - Recording Secretary
 - b. Austin Cross - Recording Secretary
5. **Board Position Applicants:**
 - a. Daniel Norfleet - Interested in Board Position
 - b. Austin Cross - Board position
 - c. Brian Schutte - Treasurer
6. LUTC - How will we post land use and tree notices to the neighborhood? We do not have the responsibility to approve any notices, simply make them available.
 - a. New Process: Notices will be posted on the website under the LUTC landing page. Rich will review notices received and forward to Dina to post on the LUTC landing page.
 - b. A house ad will be created to describe the new process and refer to the path on the website to find future notices. Dina will also post notices to the CNA Facebook page with a disclaimer that these are for information only, no comments will be sent to the city.
7. Treasurer conversation: Question was asked as to annual revenue and we will need to have an extensive passover between current Treasurer and newly appointed treasurer, including Megan G to ensure continuity and inform all members of the current Finance Committee. Bank details will need to be passed along and an in-person trip to the bank for the handover. Quickbooks and PayPal accounts will be made accessible to the newly appointed treasurer before the October Board Meeting.

8. Kiss Coffee will open a second location on the U of O campus. It will be called Kiss On Campus. It will be located in the library building, and will open at the end of October. It will be available to the public.

COMMITTEE REPORTS:

1. Finance Committee:

Heather submitted a report to Board members on Sept 5, 2023 via email

- I transferred \$1938 from the Advertising Paypal to the checking account
- I transferred \$3013 from the Community Room Paypal to the checking account
- Total money \$23,633 plus what was just transferred: \$27,900 in Bank (so there should be \$1900ish in the Advertising for August)
- The July amount for what we paid the Contractors includes payment for AUGUST also for Dina (\$1200) and Leigh (\$473) and Gordon (\$444).

2. Land Use Transportation Committee (LUTC):

An update was shared from Rich Burton. New voting districts were implemented and an article has been submitted to the CNA News for the month of October. Kepper and Megan have written articles on transportation for the October CNA News. Rich is requesting Dina to attend the next LUTC meeting to help understand how to utilize the CNA social media accounts.

Next LUTC meeting will be Sept 20th at 7pm at the Kennedy School meeting room. These meetings are open to the public and we encourage neighbors to get involved.

The neighborhood is dismayed to hear the plaza at NE 30th and NE Killingsworth will soon be removed. Concerns with traffic safety and the long term sustainability of the current structure. Rich Burton can speak to the business owners to see how we can best support the plaza to be continued. The reason the plaza was denied was a change in PBOT regulations that plazas cannot be within 30 ft of an intersection.

TriMet Update: Current updates can be found through a TriMet website link. We will take the job to find that information and post it to our social media pages for neighbors to access. Rich/Megan will also locate the "Making Transit Better" plan and share on CNA social media channels.

3. Media Team:

[Leigh Shelton](#) gave a report on the advertisers and the ongoing meetings with outreach for new ads: 11 businesses approached / 2 new annual ads / 2-3 in the works with ongoing businesses.

Call for volunteers to help to distribute newspapers to local businesses. A comment was made requesting a redistribution of the businesses within the map of location drops to be more equitable. Dina will follow-up with this before the October distribution.

VOLUNTEERS: Megan Gobble (already hit NE Alberta), Patty McMahon, Ike Harris

1. Social Committee:

Next social committee meeting will be Sept 19th from 6-7pm at Via Chicago (2013 NE Alberta Street). These meetings are open to the public and we encourage neighbors to get involved.

- a. A report re: Facebook was shared by Dina via email.
 - b. A report re: Instagram was shared by Brittany via email.
 - c. A report re: Community Room usage was shared by Megan via email.
 - i. Megan will measure the size of the white screen so we can purchase a new screen and McMenamins will help to install.
 - d. A report on social events and the new Social Committee monthly meetings was shared by Michelle.
 - e. Yard sale - Sept 16-17 from 8am - 3pm - Info on website has been updated by Dina to be more informative.
 - f. Halloween
 - i. Bar Cala event - looking for a volunteer to run this event
 - ii. Neighborhood events - How can we highlight the fun activities and trick-or-treating happening in the neighborhood?
 - g. Maker's Market - CNA social committee will join forces with the Furstners to bring this event to fruition in the Fall. A house ad will be placed in the October issue of CNA news to request makers to participate.
 - h. Gardening Club - 5 "master gardeners" have been recruited by Michelle and are ready to begin working on the structure and details of the club. A volunteer to step up and organize the club is needed.
 - i. Calendar updates will be made by Dina
1. **Safety and Livability:** Ike Harris is the Committee Chair for Safety and Livability. Megan Gobble is working on the safety kit information. No new information as the meeting is currently being scheduled.

The meeting was adjourned by Brittany at 20:02.

Respectfully submitted

/s/ Michelle Fitzgerald CNA AL5