

Arlington Heights - Forest Park - Goose Hollow - Hillside - Linnton - Northwest District
Northwest Heights - Old Town - Pearl District - Portland Downtown - Sylvan-Highlands

**NWNW Board Meeting
Wednesday, June 13th, 2019
OCOM, 75 NW Couch St**



MINUTES

In Attendance

NWNW Review Board:

Kathy Goeddel, Arlington Heights
Walter Weyler, Downtown
Les Blaize, Forest Park (Secretary)
Eric Simon, Goose Hollow (alternate)
Randy Weisberg, Hillside
Aleeya Kim, Linnton (Vice President)
John Maxwell, Linnton (Treasurer, non-voting)
Steve Pinger, Northwest District
Barry Newman, Northwest Heights
Brian Harvey, Old Town
Stan Penkin, Pearl District
Kristin Shorey, Sylvan-Highlands (President)

NWNW Staff:

Mark Sieber, Executive Director
Anastasia Zurcher, Program Manager

Guests:

Sara Berger, Esq.
Wendy Rahm, Downtown
Allan Classen, Northwest Examiner
Richard Barker, Linnton
Deanna Mueller-Crispin, Downtown
Keith Jones, Friends of the North Park Blocks

The regular meeting of the Neighbors West-Northwest Review Board is called to order at 5:35 pm.

- **Introductions**
- **Approval of Minutes**

Motion 1: Blaize moves to approve meeting minutes from 2019-05-08 (draft 4). Weyler seconds. Simon, Weisberg and Harvey abstain. Motion passes.

Penkin and Newman arrive for final vote.

- **Housekeeping**

Shorey reads letter addressing emails from 2/26/19 and 3/6/19 regarding Eric Simon (attached).

Motion 2: Blaize moves to accept the letter. Weyler seconds.

Discussion:

Pinger with clarification from Newman, suggest changing "out of line" to "communicated in a way that was inappropriate for neighborly communications."

Amendment to Motion 2: to accept the letter with above change. Final letter will be attached. Kim abstains. Motion passes.

Westside neighborhoods working toward a livable and sustainable future



- **Additional agenda item**

Keith Jones of Friends of the North Park Blocks presented an issue regarding the Alder Street food cart pod that needs to be relocated. A possible option has come forward that they may be able to move to an area on the North Park Blocks. This would be a trial option, through the summer. This is not a finalized plan just an option that has arisen in the last week. Kim volunteered to attend the meeting Thursday morning to learn more. Jones agreed to speak to the group and try to get someone to attend the Pearl District meeting Thursday evening. (additional details not presented to NWNW but at PDNA Thurs. pm, the food carts would be located fully in the parking spaces, closing the blocks between Burnside and Couch, plus Couch and Davis. PBOT is better positioned to assist with this project over Parks & Rec.)

- **Draft Code of Conduct**

A committee met to draft and edit the current Code of Conduct document distributed to the Board via email. Sieber clarified that this draft is meant to be reviewed and discussed among NA Boards and brought back to NWNW next month for a vote.

Maxwell clarified that this is separate from the Grievance process. A Grievance is limited to the decisions and business of NWNW or a NA. This code is meant to address interpersonal behavior and communications. The code covers details on the duties of board member service, the enforcement process, and steps to resolution. Penkin brought up concerns about loyalty and how that is defined, the use of the term neutral, and including an appeal process.

Discussion of Duty of Loyalty. While sitting on NWNW Board your duty is to NWNW, at your Neighborhood meeting, duty is to the Neighborhood. Disagreeing on a topic is not a conflict of interest, you can vote no on issues that you don't agree with.

Others expressed agreement in adding an appeal option, and clarifying the steps of enforcement.

The committee will incorporate suggestions and edits then send a new draft within 2 weeks to the Board for review.

- **Executive Session Discussion - Sara Berger, Esq.**

Berger: NWNW as a non-public body operating under the guidelines of the City of Portland, State open meeting rules do not apply, only the ONI Standards open meeting rules apply. These allow for executive sessions in limited situations, primarily consultation with legal counsel, personnel matters and mediation of disputes. Media is allowed, but is held to confidentiality of issues discussed. Minutes must be kept but not distributed to the public, they should be filed separately from regular minutes, and include time, who was present, and the topic of discussion. Votes must take place outside of executive session.

Weisberg left the meeting, 6:47 pm.

Sieber asked and Berger clarified that a general budget discussion is public, but specific wages and the "value of a position" or individual employee should be kept to executive session.

- **Communication Funds**

Zurcher presented a new proposal for the Communication Funds program. (attached) \$4,000 will be allocated to NAs with a proven track record of completing their projects. \$4,000 would be left for NAs to request directly. Funds will not be reserved; a project should be ready to spend when they request the funds.

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Motion 3: *Blaize moved to accept the new Communication Funds program structure. Newman seconded. Pinger, Simon and Weyler vote no. Motion passes with 7 votes in favor.*

Motion 4: *Blaize moved to go into Executive Session to discuss staff salaries. Penkin seconded. Passes unanimously.*

Motion 5: *exit Executive Session.*

Motion 6: *Newman moved to approve the salary recommendations of a 3% increase for 2019-2020, plus a 5% bonus at the end of 2018-2019. Passes unanimously.*

Motion 7: *Blaize moved to reimburse Sieber for \$1,000 of his legal fees to Sara Berger due to the additional benefit NWNW received in preparatory work prior to obtaining her counsel. Weyler seconded. Passes unanimously.*

Motion 8: *Kim moved for NWNW to provide a letter of support for her application to the Civic Life Cannabis Grant. The focus of the grant is on job creation in communities highly impacted by previous cannabis law. Weyler seconded. Passes unanimously.*

Motion 9: *Blaize moved to accept the pay-ahead budget items with adjustments as discussed in executive session Penkin seconded. Passes unanimously.*

Motion 10: *Newman moved to increase the Communication Funds budget to \$12,000. Blaize seconded. Passes unanimously.*

Motion 11: *Blaize moved to accept the 2019-2020 budget with discussed adjustments. Penkin seconded. Passes unanimously.*

- Civic Life Contract Amendment for 2019/20

Motion 12: *Blaize moved to authorize Sieber to sign the Civic Life Grant Agreement when final draft is provided. Weyler seconded. Passes unanimously.*

Meeting is adjourned at 7:52 pm.

June 24th	McMenamins Tavern & Pool NWNW Fundraiser 5pm-close
July 10th	Board Meeting
August	Vacation month!

Attachments: Revised Communication Funds Protocol
Letter about emails of 2/26/2019 and 3/6/2019

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