**NWNW Board Meeting**

**Wednesday, January 13, 2021 5:30 pm**

**Virtual Meeting via Zoom**

**DRAFT - Minutes**

**In Attendance**

**NWNW Review Board:**

Kristi Wuttig, Arlington Heights

Walter Weyler, Downtown

Les Blaize, Forest Park (Secretary)

Scott Schaffer, Goose Hollow

Gary Berger, Hillside

Richard Barker, Linnton (President)

Steve Pinger, NWDA (Treasurer)

Brian Harvey, OTCA

Stan Penkin, Pearl District (VP)

Kristin Shorey, Sylvan Highlands

**NWNW Staff:**

Mark Sieber, Executive Director

Anastasia Zurcher, Program Manager

Rhys Ornstein-Hawes, Communications Specialist

**Guests:**

Carolyn Whitney, Downtown, Air Quality Cmt

Allan Classen, NW Examiner

Eric Simon, Goose Hollow

**5:32 Welcome & Introductions**

**5:37 Financial Update**

Sieber reviewed Nov year-to-date 2020 financial report. Line items are all relatively on track given the timing of when bills come in typically.

* PPP loan $33,400, displaces some Civic Life funding for payroll. Civic Life money may have to be returned. Loan was received due to insecurity in Fall budget adjustments. A few items are very low due to work from home conditions (supplies, bank fees, hospitality).
* Reserve funds are not reflected in this type of report.
* Outstanding payment ($13,000) from the City going back to July. Has not been resolved and Central Accounting has not been very responsive.
* Overall NWNW is ahead of budget for the year.

Reporting should be available quarterly. December entries had a delay due to bookkeeper availability after time spent setting up accounts for the new Watershed staff.

Walt: financial reports need to use GAAP;

> Mark to forward financial reports for the last two quarters of 2020 as available;

> Mark to set up meeting with bookkeeper and/or accountant, Steve, Walt and Mark to review financial reporting practices, and then Steve to report back to BoD;

**5:59 Approval of Minutes of December 9, 2020**

***Motion 1: Blaize moved, Weyler seconded to approve the minutes with amendments as submitted via email. Approved unanimously.***

**6:02 Civic Life Grant Agreement
Document provided with City Requirements for Coalition Diversity Programming Renewal for 2021? Invite Commissioner Hardesty?**

City previously provided 5-year grant agreements. 2015-2020. There has been progressive language regarding diversity programming and increasing community outreach. The 2020-2021 contract is very vague and goes into very little detail as to programming. As ongoing funding seems less secure, recommendation is made to invite the new Commissioner, Joann Hardesty, to establish a relationship and try to understand her intentions as to future direction.

Mark: current Grant Agreement is essentially a timeline worksheet for OCCL programming;

> Mark will forward 2015-2020 Grant Agreement for comparison to current;

> Richard will NWNW to request a meeting with Commissioner Hardesty, at her earliest opportunity, to orient NWNW to her views and plans for OCCL and the upcoming grant renewal;

> Mark, Stan, Les and Gary to prepare the agenda for the meeting with Hardesty and review with BoD;

> Mark to distribute OCCL/NWNW scope of work for 2021-21 and Timeline worksheet to BoD;

Mark: how NWNW knows what it is supposed to do is by the performance measures in the agreement, which are the number of contacts made with community groups;

Stan: clarify that the NWNW and the NAs objective is to engage community groups more than support them;

To date, this expectation has been very unclear. Staff has sought clarity from City staff and it hasn’t gotten anywhere. It does seem clear that this will continue to be a priority, and we need to figure out a strategy for implementing this aspect into our work plan.

**6:30 Building Diverse Communities Education Program—Ornstein-Hawes**

All board members are encouraged to help promote and to ATTEND the upcoming workshops and conversations. This is your opportunity to develop your DEI skills, to make your association more welcoming and inclusive. Community Café Conversations, casual meeting to explore topics in low stress setting. Active Allies Workshops, a more formal training, with activities and an opportunity to start from your level. Unpacking Oppression Lectures, deep dive lectures and conversations into a more specific topic of racism and oppression.

**6:49 New Business**

Northwest Heights would like to be made non-subscribing. They would still be a member but no longer have a vote.

***Motion 2: Pinger moved to approve the non-subscribing request from NWHNA. Blaize seconds. All in favor.***

**6:53 Neighborhood Reports**

**Downtown:** Whitney is chairing a new Air Quality Committee for Downtown.

> Anastasia to forward DNA Air Quality subcommittee contact info to BoD;

South Park Blocks historic designation application. DNA requests NWNW to submit a letter of support. Letters are due by the 18th of January. Individual neighborhoods are encouraged to send a letter as well. Weyler read sample letter.

***Motion 3: Blaize moved to send letter as presented. Pinger seconded. Penkin and Schaffer abstain. As a policy matter this requires a unanimous vote, so motion does not pass.***

**Visioning report:** Staff is looking for a facilitator for the next retreat. This brought up the need to have somebody with background in this type of process to create a solid plan and framework with the work going forward. May need to be pushed to March to find the right fit and availability.

> Walt, Steve, Les to draft a list of issues for review by the BoD and for potential discussion at either the retreat or BoD meetings as appropriate and as agreed upon;

**7:30 Public Comment**

None

**7:31 Adjourn**

 Next Meeting: February 10, 2021