**NWNW Board Meeting**

**Wednesday, June 9th, 2021 5:30 pm**

**Virtual Meeting via Zoom**

**Minutes**

**In Attendance**

**NWNW Review Board:**

Kristi Wuttig, Arlington Heights

Carol Chesarek, Forest Park

Scott Schaffer, Goose Hollow

Gary Berger, Hillside

Richard Barker, Linnton (President)

Steve Pinger, NWDA (Treasurer)

Brian Harvey, OTCA

Stan Penkin, Pearl District (VP)

Michelle Shea-Han, Sylvan Highlands *(arrive 6:30)*

**NWNW Staff:**

Mark Sieber, Executive Director

Anastasia Zurcher, Program Manager

Rhys Ornstein-Hawes, Communications Specialist

**Guests:**

Grace Taylor, Consultant

Dedee Wilner-Nugent, Consultant

Allan Classen, NW Examiner

Eric Simon, Goose Hollow

Joyce del Rosario, SWHRL

**5:33 Welcome & Introductions**

**5:37 NWNW Finances**

* **NWNW Financial Report—Pinger**

No report given due to needed information that is still missing.

* **FY21-22 Revised Budget—Sieber**

The previous budget with 5% cut has been restored, so 2021-2022 will be equal to 2020-2021 amount. The City has voted to provide an additional grant in order to fund the Small Grants program, this has been added in to the budget. Additional changes include moving health care cost of one employee to salary, “Wage adjustments” which will cover the transition to a new ED. The pay ahead items from the 2020-2021 budget were approved by the City and are shown in the middle column, these are removed from the final 2021-2022 budget. Other adjustments to basic expenses have been made to come more into line with a typical year budget rather than last years Covid operating expenses.

Small Grants, Westside Watershed, Stormwater Stars are all budget neutral grants. Any unspent funds will be returned to those funders.

***Motion 1:*** *Penkin moves to approve budget for fiscal year 2021-2022, Chesarek seconds. Pinger abstained. All others approved; motion passed.*

\*(Clarification after meeting, the Total Revenue amount is $423,012 and not $561,890 as was shown.)

* **FY20-21 Budget Closeout—Sieber**

Approximately $8,200 remaining for current year budget (2020-2021). NWNW requests around $2,200 for office expenditures.

***Motion 2:*** *Penkin moved to go into Executive Session, Barker seconded. All in favor.*

Guests were moved to waiting room.

***Motion 3:*** *Wuttig moved to leave Executive Session, Berger seconded. All in favor.*

Guests returned.

***Motion 4:*** *Berger moved to approve the expense on office updates, Chesarek seconded. All in favor.*

***Motion 5:*** *Penkin moved to issue staff bonuses as discussed, Berger seconded. All in favor.*

**6:04 Approval of Minutes of May 12, 2021—Barker**

***Motion 6:*** *Chesarek moved to approve. Wuttig seconded. Pinger abstained. Minutes approved.*

Pinger looks to have a formal agreement as to the content of minutes, and feels the current model is insufficient.

**6:08 Strategic Planning Update—Zurcher, Wilner-Nugent, Taylor**

The Planning Design Committee convened to discuss the survey and continued to review via email. The survey seeks to gather information on focus areas needing additional work moving forward in the strategic planning process. A revised and shorter version will be provided for the Neighborhood board members and additional stakeholders. Board members are encouraged to dedicate some time to answering the questions and also provide feedback on the survey itself if they have thoughts. Surveys due back Wednesday June 16.

Succession Committee, Ornstein-Hawes, Penkin and Chesarek volunteered via email. They will meet later in June.

Pinger requests communications from the Succession Committee.

**6:18 Hybrid Meeting Guidelines—Ornstein-Hawes**

There is a cross-coalition collaboration to determine some standards for holding hybrid in-person/online meetings. If you have questions or suggestions for consideration, please forward those to Rhys via email. There will likely be various levels of “hybridization” depending on available technology. Members had a lot of examples of complications in this area and seem eager to explore the topic.

**6:28 Consideration of a Letter to Civic Life re: Public Process for Hiring New Director—Penkin**

Penkin: Interest in possible common letter from all Coalitions to request public participation in the process of hiring the new Civic Life Director. This may not be an urgent action as the timeline looks to be about a year out, with an interim director having been appointed internally (Michael Montoya).

Sieber will look up some information regarding previous hiring process to inform this possible letter.

Chesarek: Include clearly defined and specific asks in the letter with reasonable expectations for involvement.

**6:43 Consideration of the request from Southwest Hills Residential League to Join NWNW—Penkin**

SWHRL has previously requested admission to NWNW. Follow-up letter was received from SWHRL read by Penkin, expressing their continued interest. They have applied for 501c3 status. Confirmation from Civic Life staff that this move would be accepted by the City. SWHRL is currently participating in the city core neighborhoods safety committee, which is entirely other NWNW neighborhoods.

Penkin expressed support for accepting SWHRL.

Staff feel confident that the extra burden on services would be manageable. SWHRL geographically does already overlap with SHNA and GHFL, as well as having many similar interests and concerns as their nearby NAs. They have many committees in common.

The technical process was discussed and not entirely clear due to official “recognition” status of SWNI. Will need to be clarified with City staff. SWHRL may need membership vote.

Pinger inquired about the status of other SWNI neighborhoods, particularly South Portland who he felt have common interests to the NWDA.

Adding them will not change our funding amount in the near term.

Wuttig expressed concern over additional neighborhoods requesting. Chesarek encouraged waiting to consider each case as it arises and the merits of that neighborhood. No others have come forward to date.

***Motion 7:*** *Penkin moved to accept SWHRL into the NWNW coalition, pending confirmation of any technical requirements. Shea-Han seconds. Pinger opposed. All others approved. Motion passes.*

**7:11 Neighborhood Reports**

Hillside: Community Day got really good participation and community support. HNA is trying to become more active.

AHNA: Arlington Heights Shreds event, 1,800 pounds of paper shredded. Got newsletter signups.

Pearl District: 13th Ave. activation for businesses and artists. Looking at a 4th of July celebration. Flanders Bridge opened last week.

**7:15 Public Comment**

None

**7:15 Adjourn**

Next Meeting: July 14th, 2021