

Neighbors West-Northwest
Board Meeting
Wednesday, February 9, 2022
Virtual Meeting via Zoom

Minutes - DRAFT



In Attendance

NWNW Review Board:

Kristi Wuttig, Arlington Heights
Shirley Rackner, Downtown
Les Blaize, Forest Park (Secretary)
Scott Schaffer, Goose Hollow
Jim Olsson, Hillside
Richard Barker, Linnton
Steve Pinger, NWDA (Treasurer)
Jessie Burke, Old Town (left 6:15)
Stan Penkin, Pearl District
Joyce del Rosario, SWHRL
Michele Shea-Han, SHNA (left 6:35)

Board alternates (non-voting)

Carol Chesarek, FPNA
Rick Kneuen, SHNA alternate (President)
Sarah Taylor, Linnton
Glenn Traeger, Pearl (joined 5:59)

NWNW Staff:

Mark Sieber, Executive Director
Anastasia Zurcher, Program Manager

Guests:

Eric Simon
Allan Classen
Barbara's iPad
iPad

5:34 Call to Order

5:36 Approval of the January minutes

Motion 1: Burke moved and Rackner seconded approval of January minutes. Pinger abstained. Minutes approved.

Blaize clarified absence of executive committee minutes due to a misunderstanding on executive authority. Going forward, applicable notice and minutes will be provided.

5:42 Motion re: Formation of Executive Committee

Blaize explained that the Board empaneled two executive committees, one to handle business between meetings and one specifically to handle the employee complaints and that one is one person short.

Motion 2: Blaize moved to include Schaffer on the executive committee handling the employee complaint. Burke seconds. All in favor.

5:47: Election of VP

Scott Schaffer has volunteered as vice-president. To be voted on next month.

Motion 3: Blaize moved to allow a budget of \$4,000 for legal fees. Penkin seconds. Pinger abstained.

Funding needed to ensure legal advice is available through the end of the complaint process. Last attorney did not have enough background in HR.

Westside neighborhoods working toward a livable and sustainable future

Arlington Heights - Downtown - Forest Park - Goose Hollow - Hillside - Linnton
NW District - NW Heights - Old Town - Pearl District - SW Hills - Sylvan-Highlands

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5:51 Update Executive Director (search/transition)

Burke – 4 applications received to date. Deadline has been extended and salary increased. Interviews will be conducted later this month. First interview is with the succession committee. Second round with president and committee. Recommendation to board likely for March meeting.

6:00 Strategic Planning document – Jessie

Burke presented a Strategic Plan document based on the retreat discussion.
Shea-Han, Wuttig, Burke to meet and propose a process for next steps.

Burke left meeting.

6:13 Approval of Small Grant Awards (SHNA, LNA, NWDA, SWHRL, or HNA eligible to vote, all others have pending application)

Motion 4: del Rosario moves that the board approve the recommendations from Round 2 of the 2021-2022 Community Small Grants Program to award the amounts recommended by the NWNW Application Review Committee. Shea-Han seconds. Pinger abstains. Del Rosario, Barker, Olsson, Shea-Han voted in favor, a majority of eligible members (5), approved.

6:18 Update on staff complaint – Kneuen

Kneuen – executive committee has met and will meet at least once more to complete the recommendation. There should be a proposal at the next meeting.

6:19 Update from Saturday's retreat

Shea-Han – Recognition of common goals and desire to move forward.

6:20 Finance: request an audit

Motion 5: Olsson moves to conduct an audit of financial reports. Blaize seconds. Penkin abstained. 7 in favor. Motion passed.

Penkin inquires as to distinguish between financial audit or financial review.

Sieber clarified “review” is the more general overview of all processes and reports, “audit” does a full look into all past records. Review=\$3,500-4,000 vs. Audit=\$6,500-7,000. Audit also includes additional expenses from the bookkeeper in order to produce additional reports.

Motion 6: Blaize moved to appoint Olsson as point person on financial audit process. Wuttig seconds. Motion passed.

Shea-Han left meeting.

6:35 Proposal/motion to adjust meeting times

Motion 7: Blaize moved to adjust the meeting time to 12noon-1pm. 8 in favor. Motion passed.

Del Rosario: mentioned that 12 is a good time, but could become tricky if/when meetings go back to in person, will need good parking options.

Motion 8: Blaize moved to create new NWNW specific emails for board members. Wuttig seconds. 9 in favor. Motion passed.

6:42 Neighborhood news / requests

AHNA – E-waste recycling event in April

DNA – Riverplace development proposal, there is an upcoming appeal hearing

NWDA – charter review letter on redistricting

6:50 Meeting Adjourned

