

Phillips West Neighborhood Organization

Monthly Board Meeting

February 28, 2022

[Online Meeting](#)

Call to Order - 6:00 PM

1. Roll Call - Steve, Alex, Genna, Brenda, Ilo
2. Adoption of the agenda - APPROVED
3. Adoption of February special meeting minutes - APPROVED

Presentation - 6:05

4. Overview of City Funds / PWNO financial status - Steve
 - a. The board packet has several slides about our funding streams! Take a look
 - b. Over the last year, they've gone through a significant overhaul by the city and changing how things work. So what used to be CPP no longer exists, then there's Neighborhoods 2020, which has several subprograms within it
 - c. NRP - we have received all the money we're going to get for that (and we allocated that to the loans). We have what we have in this bucket (70k out of 400k that we originally got)
 - d. CPP has 34k that rolls over into this year, which we do have to spend this year - rolled into the N-2020 funds, specifically into equitable engagement fund
 - e. Partnership fund we got for the fiscal sponsor is a one time thing
 - f. Collaborative resource fund also is a one time thing
 - g. Neighborhood network fund - we got 20k this year, in the future will be 10k
 - h. Equitable engagement fund is approx 75k plus the 34k ^ . EEF and NNF are both recurring, but we can roll over 10% for each fund every year, so we really gotta be spending
 - i. Last two pages in the packet are just our budget and line items by month - steve's first attempt at a monthly budget report for the board, it's a work in progress.
 - j. We're not so much on track for spending all we have to spend this year, so we gotta do some good stuff!!!
 - k. We currently have 57k in the bank account
 - l. Brenda: Regarding the fund we have with CEE and such, where are we on that?
Steve: that's something we still have to act on - we're keeping it status quo for now until we made a different decision
 - m. Mira wants to highlight the rollover 34k that is currently unbudgeted - is there a good committee to give that task to?
 - n. It has to be spent with the same eligible expenses and restrictions as equitable engagement fund, and most of our programs would qualify - let's noodle on this!

Discussion - 6:20 PM

5. Finance update (5 min)
 - a. Steve got it covered!
6. Executive committee update (10 minutes)
 - a. May 14th Special Election & bylaws changes
 - i. The city is holding a citywide election day for all neighborhood groups, to encourage greater engagement - this can be an opportunity for us to recruit a few more members
 - ii. [Board recruitment folder](#)
 - iii. This would require amendments to bylaws
 - iv. Executive committee decided we want to engage in May, hold a special election, amend our bylaws to change our terms, and then decide after if we want to change our election cycle to be in May or stick with November
 - b. Intra-board grievance policy
 - i. Genna and Luz are working on it!
 - c. Credit card
 - i. We sent out an e-vote to include a credit card to our financial arsenal and it PASSED
 - d. Organizational ethos/ anti-racism statement draft - VOTE - PASSED
7. Committee report backs (10 minutes)
 - a. Housing
 - i. Mira and Steve had the first meeting and only mira and steve went! They will be continuing to do outreach. Maybe will focus more on specific development projects and use that as a means of recruitment?
 - ii. Alex will develop some cute social media posts - also Malakai is now a resource for us and we can use them!
 - b. Garden
 - i. Luz is not here, they are graduating!!!
 - ii. After the really successful kick-off event, March 19 will be the next meeting
 - iii. Mira threw our name into a grant for the garden, and we were awarded \$2500 from the swedish institute
 - c. Safety
 - i. Mira professionally put out a document about the lighting project and safety committee members are engaging about it, next meeting is March 8 and hoping to have this finalized! We are all welcome to comment on that document as well
 - ii. If anyone knows neighbors who are good at lifting and installation and tall ladders we need some recruits!
 - d. Events
 - i. Mira and Becky met and there's an unending list of all kinds of events we could have, the hard part is narrowing it down. May 14 seems like a good kick-off

- ii. Becky is working on checking with other organizations and people so when we do decide to have other events we're not in conflict
 - iii. First meeting is wednesday evening!
 - iv. Talked a lot about national night out and how they've been a success in the past
- 8. Working group report backs (5 minutes)
 - a. 5th Ave development
 - i. Still scheduling the first meeting
 - b. Joint-hiring committee
 - i. Genna, Ilo, and Verge (neighbor) are joining from the PWNO side, scheduling first meeting
- 9. Board statements (15 minutes)
 - a. Review statements Alex has drafted
 - i. Support for TOPA - VOTE - APPROVED
 - ii. Calling for a comprehensive encampment policy - VOTE - APPROVED, and other neighborhood orgs also want to sign on!
 - b. Letter(s) of support for development
 - i. Template - we need a standardized method of evaluating asks from partners or community members who want letters of support on their projects
 - ii. [Proposal](#) - could there be an addition of engaging the people who attended the meeting/housing committee members in between community meeting and board meeting? We can also do a poll in the zoom meeting - APPROVED
 - iii. PPL Portland Place project - VOTE
 - 1. These folks came to our community meeting and presented to us, Mira did talk to the Portland Place homeowner's association chair and they didn't know about this proposal, she did connect
 - 2. Motion to table this - APPROVED
- 10. South Minneapolis Community Collaborative (20 minutes)
 - a. Final cost-sharing agreement draft - VOTE
 - i. One significant change - there was a discussion for it to be easier for Stevens Square to be the fiscal agent, rather than PWNO, so it's switching the language! - APPROVED
 - b. Memorandum of understanding re: cost breakdowns - VOTE - APPROVED
 - i. A specific agreement for us about how payments will happen
 - ii. Purpose and program goals are similar to what is in the cost sharing agreement
 - iii. New info: reason that march 8 is start date, march 7 is when stevens sq will be voting on this, and then will be retroactive to march 1
 - iv. At the end of each month, if the split time for employees is within 5% of the ideal 50/50 range, stevens sq will invoice us for the 50/50 split. The invoice will track precisely percentage wise if it's outside the range

- v. There will be provisions for if orgs need the employee more during a specific time and an agreement can be made
 - vi. Stevens Sq is responsible for invoicing and we will be responsible for paying!
 - vii. Can we ask the city for a draw on the payment before paying so we don't lose all the money in the bank account? Mira and Steve will check in and also ask NCR
 - viii. Structure for a joint committee to act as a personnel committee, this will be ad-hoc when needed
 - c. Updated personnel policy - VOTE - tabled
 - i. Very long, it is an adaptation of the existing one but bringing in the collaborative language
 - ii. Steve had a question about a PTO payout thing that Mira will ask Rachel about
 - d. HSA / benefits proposal - VOTE - APPROVED
 - i. Allocation for either a healthcare benefit or a retirement benefit, we would pay ½ for each employee, and that would add to our budget for 2021 - 2200 dollars
11. Odds and ends (5 min) - MOVED TO DIGITAL
- a. Overview of upcoming events
 - i. Events committee kick off (March 2nd)
 - ii. Community meeting (March 3rd)
 - b. Spread the word about the job postings!
 - c. Kmart redevelopment community engagement RFP
 - d. Financial policies and procedures amendment - Brenda's suggestion! - VOTE

Adjournment - 7:30 PM