



NORTHEAST COALITION
OF NEIGHBORHOODS

**NECN Board Meeting
Tuesday, May 17, 2016
NECN Office – Conference Room
Approved Minutes**

Meeting Attendees

Alan Silver, President
Loulie Brown, 1st Vice President
Robert Bowles, Treasurer
Katie Ugolini, Recorder
Paul van Orden, Parliamentarian
Dave Johansen, Alameda Representative, Exec. At-Large
Rachel Lee, Sabin Representative
Garner Moody, Boise Representative
Brendan “Mort” Mortimer, Vernon Representative
Dan Lerch-Walters, Sullivan’s Gulch Representative

Staff

Adam Lyons, Interim Executive Director
Laura Becker, Operations Manager

Guests

Daniel Pirofsky, Sullivan’s Gulch

Meeting called to order by Alan Silver at 6:35 pm

Announcements, Review and Approval of Minutes

Alan reviewed changes and additions to the agenda and asked board members for any announcements. Alan noted that the current grievance will be processed at the next Executive Committee meeting on Monday, June 6 and encouraged interested board members to attend. Garlynn Woodsong will also be at the Executive Committee meeting to report on the Residential Infill Project Stakeholder Advisory Committee (RIPSAC). Portland Tenants United are holding a general assembly on June 12. Neighborhood Clean-Ups have been successful so far, if smaller than in years past. King’s clean-up has been rescheduled for the fall. Vernon is looking to partner with another neighborhood on next year’s clean-up to share overhead costs.

Rachel suggested the following amendment to the April meeting minutes. “Mort clarified that the motion was to approve the bylaws with the amendments listed in March’s minutes. Alan clarified that the motion to appoint Dan Lerch-Walters was as Sullivan’s Gulch representative.” **Mort moved to approve the minutes as amended; seconded by Loulie; Robert abstained; approved.**

Executive Director Report

Adam presented the report. Adam asked the board for any history related to a lawsuit NECN was part of against the proponents of the Columbia River Crossing (CRC). The case is technically still active. After discussion, **Alan moved to authorize NECN to spend up to \$500 for legal advice from the Small Business Legal Clinic; seconded by Katie; unanimously approved.**

Katie reported on SALT’s discussion of the Willamette River Super Fund Clean-Up plan at its meeting on May 16. During the week of May 23 the EPA will announce when the plan will be released, which will trigger a 60 day-comment period. Because the plan is expected to be thousands of pages and incredibly complex, SALT voted to ask the NECN board to write a letter extending the comment period to 90 days. Rachel abstained from both the discussion and the vote. After discussion, **Katie moved that NECN request the extension to a 90-day comment period; seconded by Dave; Rachel abstained; approved.**

Board Committee Reports

Rules Committee – Board Policy Manual

Rachel presented the most recent draft of the Board Policy Manual and reviewed next steps including completing the election process, setting meeting schedules, deciding the committee structure, approving the completed polices and drafting the remaining policies. Rachel referred to the section on committees. NECN's current administrative committees include Executive, Finance, Rules, Personnel, Nominating, Equity and Grievance. NECN's current external committees include LUTC, SALT, Education and Community Economic Development. The proposed board structure combines the administrative committee functions and removes currently defunct external committees.

Rachel moved to dissolve the Education and Community Economic Development committees as of the effective date of the new bylaws; seconded by Mort; unanimously approved.

Rachel moved to dissolve the current Rules, Equity, Finance, Personnel, Nominating and Grievance committees as of the effective date of the new bylaws; seconded by Katie; unanimously approved.

Rachel moved, as of the effective date of the new bylaws, to assign to the Executive Committee the following areas of responsibility:

- Work with staff to promote the board to Neighborhoods
- Advise the Executive Director
- Act as the Finance and Personnel Committees
- Lead ED performance evaluation
- Manage Board process

And, as of the effective date of the new bylaws, create the Board Operations Committee as an administrative committee with the following areas of responsibility:

- Work with Staff to promote the board to Neighborhoods
- Recruit Potential Members
- Ensure board training
- Function as the Rules, Nominating, and Equity Committees

And, as of the effective date of the new bylaws, create as a special administrative committee a Grievance Committee assigned to be available to review or hear the first grievance appeal directed to it pursuant to the new bylaws; seconded by Mort.

After discussion, **Rachel amended her motion to also delegate executive authority to the Executive Committee to respond to time-sensitive issues; amendment seconded by Mort; unanimously approved; motion seconded by Paul; unanimously approved.**

Rachel moved that the schedule of the Grievance Committee be as called by the Chair, that the SALT and LUTC Committee meeting schedule remain as current, and that the Executive Committee and Board Operations committee meet on the 2nd Tuesday of July; seconded by Mort; unanimously approved.

Alan moved to establish the new Board meeting schedule at the second Board meeting on June 21 after electing officers; seconded by Loulie; unanimously approved.

Alan moved to direct staff to schedule a board training on July 19 contingent on space and staff availability; seconded by Katie; unanimously approved.

Robert moved to adopt the current draft of the Board Policy Manual as amended; seconded by Katie; Dave and Loulie abstained; approved.

Finance Committee

Loulie reported that staff presented a preliminary budget to the Finance Committee to be approved at the June board meeting. NECN's CPA will conduct a financial review in July, and if necessary staff will present a revised budget in September.

Personnel Committee

Loulie reported that the Neighborhood Program Manager job description will go out in mid-June for a potential hire date in July.

Nominating Committee

Mort reported that elections information for solicitation of neighborhood representatives and At-Large board members and the bylaw changes were sent to the neighborhoods and posted on the website. The committee is meeting on Thursday, May 19 to review any candidates. Board members are encouraged to remind their neighborhoods to send their information to staff prior to June 14.

Meeting adjourned at 8:25 pm

Minutes taken by Laura Becker.