

SECIA Board Meeting Minutes 9/1/2020

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SECIA Board Meeting – Minutes

Tuesday, September 1st, 2020, 6:30 – 8:30 pm

Zoom Meeting <https://zoom.us/j/95711076017>

Board Members: Present - Ben Brummel, Karl Smith, Quinn Oteman, Steve Peterson, Jessica Focht-Perlberg, Jim Nyberg, Kathy Knudson, Cody Hoerning, Greg Thompsen, Andrew Norton (Brook Ave Co-Op Board President, replaced Sloane MacSwain), Wendy Menken, Lynn Anderson; Absent - Katy Baker, Bill Dane, Phil Roban, Aaron Tilleson; Excused –
Other Participants: Lila Smith (SECIA Gardens), Cody Olson (Metro Transit), Mohamud Noor (State Representative 60B), Laura Schlotterbach (Grant Writing Intern), Katie Fournier, Nick Juarez (MPD 2nd Precinct Crime Prevention Specialist), Cam Gordon (City Council Ward 2)

Motions:

1. **Approve August 6th SECIA Board Meeting Minutes.**
 - a. **Mover: Ben, Second: Wendy, Unanimous approval**
2. **Approve Executive Director onboarding action items including: 1) Approve up to \$1,500 to upgrade SECIA office technology to include a new primary laptop with needed software and secondary equipment and software needed to work with SECIA's accountant. Final approvals to be made by SECIA Executive Committee pending research. 2 Approve the purchase of SECIA business cards for the Executive Director, Executive Committee members, interns, and generic SECIA cards for general use. 3) Approve the Executive Director, Jessica Focht-Perlberg; President, Karl Smith and Treasurer, Wendy Menken as signer's to SECIA's US Bank account. 4) Approve the Executive Director, Jessica Focht-Perlberg; President, Karl Smith and Treasurer, Wendy Menken as signer's to SECIA's UBS account.**
 - a. **Mover: Karl, Second: Steve, Unanimous Approval**
3. **Approve both the Form 990 Tax return and the charitable organization reporting form document**
 - a. **Mover: Steve, Second: Kathy, Unanimous approval**
4. **Approve Andrew Norton as a SECIA board member to fill in for Sloane MacSwain (up for re-election in 2022)**
 - a. **Mover: Karl, Second: Ben, Unanimous approval**
5. **Approve continuing the pursuit of a Graduate Civic Leadership program fellowship.**
 - a. **Mover: Wendy, Second: Karl, Unanimous approval**
6. **Establish Land Use & Development Committee with Quinn as the chair.**
 - a. **Mover: Steve, No Second, Motion failed**

Meeting Called to order at: 6:30 PM

Introductions (5 min)

7. **Community Updates (35 min)**
 - a. **SD60 Senator Kari Dzedzic, 60A Representative Sydney Jordan, 60B Representative Mohamud Noor (if available)**
 - b. **Representative Noor**
 - i. **Working to help students with availability to data**
 - ii. **Still in legislative session**
 1. **State authorized \$100M? To support residential needs**
 - a. **Income requirements based on federal poverty guidelines**
 - b. **Dial 311 for guidance through the application process**

- c. <http://www.mnhousing.gov/sites/np/covid19housingassistanceprogramforadministrators>
- iii. Covid is not going away soon
 - 1. Need to encourage students to continue to follow CDC and health department guidelines
 - 2. Support our neighbors in this time
- c. MPD Second Precinct Representative and/or UMPD Community Engagement Team (CET) Representative (if available)
 - i. Nick Juarez (CPS)
 - 1. Only 3 reports? Above last year
 - 2. Burglaries have been down 50% since last year
 - 3. Increases in auto theft and regular theft
 - a. Theft during food delivery is quite common
 - b. Don't leave any car running unattended
 - 4. Only 1 catalytic converter stolen last month in Como
 - 5. More mopeds being stolen than bikes
 - 6. Up 3 sexual assaults over last year (8 total)
 - 7. 5 robberies in Como this year (2 in August)
 - a. Silver 4-door car and/or black SUV
 - b. Asking for directions, money, or cigarette
 - c. Block people in with vehicle, corner them, then rob them
 - d. 2-5 black males, 1 black female in car
 - e. Active investigation is ongoing
 - 8. Party houses are being tracked
 - a. AirBnB on 14th has been quiet
 - b. Noise ordinance 10pm-6am
 - i. Anything that disrupts normalcy of the block
 - ii. 911 Call
 - iii. Will issue a warning letter for unruly assembly
 - 1. Issued to property owner and tenants
 - ii. Cody Hoerning
 - 1. Property at 14 - people were moving in a few days ago
 - 2. Property on 19th and Como (above Joe's Market)
 - a. Taken off of AirBnB recently
 - 3. Are the sexual assaults connected?
 - a. Individual circumstances
 - b. All but 1 of the 9 involved the victim and perp knowing each other
 - i. All but 1 involved alcohol and/or date rape drugs
 - c. One occurred in Van Cleve in August - still under investigation
 - iii. Wendy - is there more information about an assault that occurred this morning on 11th?
 - 1. Not at this time
 - iv. Kathy - will MPD/CPS come to national night out on 9/15?
 - 1. Yes
 - v. Kathy - people are breaking into vacant properties and squatting
- d. Van Cleve Park – Mike Fox (no report)
- e. Park Commissioner – Chris Meyer (quarterly in-person updates)
- f. City Council Members – Kevin Reich, Ward 1; Cam Gordon, Ward 2
 - i. Cam Gordon (See September 1 report to SE Como for further details)
 - 1. Let him know if you would like him to attend a national night out event
 - 2. Budget has been proposed by the mayor

- a. Down ~\$60M, mostly due to lost sales tax revenue
- b. Proposing levy increase - more money from property taxes
 - i. 5.75% proposed
 - ii. Increase depends on home value
- c. Expects advice to reduce police budget further
- 3. Council structure has changed
 - a. Virtual Meetings
 - b. Two standing operating committees
 - i. One became a lot of extra work
 - ii. Committees are now being broken back out
 - c. Housing committee folded in with business inspections and zoning committee
- 4. Overlay district
 - a. Will set up a bit of a workgroup that engages members of the neighborhood
- 5. Zoning change for property at 18th and Como received city approval
 - a. This project highlights the increase in rooms/unit that has become prevalent
 - i. Cam - we would like to count these as more units
- 6. Church historic designation is almost finished
 - a. Hopeful that nomination will be accepted
 - b. Year-long study follows acceptance
- 7. Steve - is there any mechanism to notify the neighborhood of variances that relate to zoning in the neighborhood.
 - a. Cam - there is a checkoff box that indicates that the neighborhood will be notified
 - b. Cody - notice has been sent, but we need to figure out where it is going
 - i. Cam - need to verify that the city is sending it to the correct address
- g. Metro Transit Community Engagement Discussion: Rider Needs Following COVID-19 & George Floyd - Cody Olson (Former SECIA Executive Director)
 - i. Cody has been tasked with engaging committees about rider needs
 - ii. Restructuring Metro outreach and engagement
 - 1. Switching from project to geographic assignments
 - iii. One of Cody's colleagues will be responsible for the Como neighborhood
 - iv. Facilitating conversations with communities about their experience with Metro Transit during this year with Covid and the events following George Floyd's killing
 - 1. Do people still use transit?
 - a. It's currently 'essential transit only'
 - 2. Want to get feedback and make changes that are representative of what people want/need
- v. Wendy - How are you interfacing with UMN transit?
 - 1. Students returning to some level of classes in about 2 weeks
 - 2. Route along Como and 15th (3 line) will be increased to pre-Covid levels
 - 3. Karl - things are a bit up in the air about returning UMN to in-person classes
 - a. Many classes are online, some essential labs are exempt
 - 4. Quinn - Will the bus service be 'essential only' after it starts back up?
 - a. Yes, but 'going to school' and 'going to work' are considered essential travel

- b. What do you think this will do? Will having more buses incentivize more people to use the bus?
 - i. Cody - having more buses will help - especially with the distancing and keeping rider levels low
 - ii. Metro transit is trying to be flexible with resources and staff overloaded routes
- 5. Laura - has taken longer to wait for the bus recently
 - a. Thinks it will help keep more space on the bus with more buses
 - b. Cody - the community can get the word out that the bus is still 'essential only' - you should have a destination in mind
- vi. Lila - When the bus was stopped for a few days, there were some people left waiting at the bus stop. Is there a way to put temporary signs up at the bus stops?
- vii. Kathy - What would it take to get a bus shelter at 22nd and Como?
 - 1. Cody - this is something that will be looked into
 - 2. Current stock of shelters is very low given events downtown
- h. Meeting/Event Reports
 - i. Neighborhood Network Meetings (Karl)
 - 1. Steve Gallagher and colleagues have been hosting weekly meetings
 - 2. Homeless camps and how to manage board elections were discussed
- i. Upcoming Meetings/Events
 - i. National Night Out - Tuesday, September 15, 2020, 6:30pm
 - ii. SECIA Community Project/Joint Committee Meeting Night – Next meeting – *DATE CHANGED: Wednesday, September 16, 2020, 6:30 – 8:30 pm, Zoom video conference
 - iii. Mushroom Inoculation Event - Fairshare Gardens, Thursday, September 24th, 3:00-6:00 pm
 - iv. Other Developments
- 8. Recap of [Re-imagining Public Safety Discussion](#) and next steps (Cody) (15 minutes)
 - a. Karl - Document participants in future meetings/discussions
 - b. We could play on the care foundation of people's moral compass - Como Care's team
 - i. A team that is more there to help
 - 1. People can turn to this team in times of conflict
 - ii. Build relationships with businesses, underrepresented groups
 - iii. A resource to people in different circumstances
 - iv. Youth development, crime prevention
 - v. Start in a limited capacity with some conversation circles this fall
 - 1. Or a walk/event
 - vi. Cares team could do projects for the neighborhood
 - 1. Drain cleaning
 - 2. Trash pickup
 - vii. Making sure we are not forcing solutions on people, especially Black Indigenous People of Color (BIPoC)
 - 1. Space to co-create solutions
 - c. Jessica - strike the balance of needing to start somewhere with making sure that we are doing what we can to be proactive about outreach necessary to inform, identify what the priority issues are and how we can best address them, collaboratively
 - i. Importance of reestablishing a presence where we can
 - 1. Van Cleve park - conversations with social distancing
 - ii. Gardens - could there be some conversations there?
 - iii. Connecting conversations and efforts with first draft project proposal from UMN civic leadership program

1. Laura is working on broadening outreach
- d. Nick Juarez - neighborhoods used to have 2+ events per year
 - i. They don't have to be about crime, could be much more fun-focused
 - ii. Use events to get to know people and find out who needs resources
- e. Wendy - one point of caution: start slow - volunteer burnout can set in
 - i. Off-campus workshops could be used as a transition point for student engagement
- f. Quinn - Keeping the perspective of everyone in this
 - i. How can an organization like SECIA become relevant to all of the diverse groups in SE Como?
 1. This is one of the major questions of our reimagining process
 2. Connect with Laura's outreach initiative
 3. We must provide something to community members to make this organization relevant
 4. Jessica - balancing what we have to offer with not coming to folks with a finished product
 - a. Need initial base-building to discover what would bring people to the table and address barriers
 - b. Create something that attracts people with an openness to be intentional and available
- g. Nick - We are looking at redefining everything
 - i. Many people have never heard of a neighborhood organization
 - ii. We are about building a community
 - iii. Everything is changing - we have to reinvent why we are important to the community
- h. Lila - One thing we can do is use the Comotion and E-Comotion to ask people what they would like to see from the neighborhood association
 - i. Sometimes people are confused about what SECIA is and whether it's a neighborhood association
9. Board and Organization Business (20 min) – Final Agenda set by Executive Committee 8/26/20
 - a. Board Business
 - i. Review and approve [August 6, 2020 board meeting minutes](#) (Ben)
 1. **Motion: Approve August 6th SECIA Board Meeting Minutes.**
 - a. **Mover: Ben, Second: Wendy, Unanimous approval**
 - ii. Executive Director Onboarding (Wendy)
 1. Computer Motion: Approve up to \$1,500 to upgrade SECIA office technology to include a new primary laptop with needed software and secondary equipment and software needed to work with SECIA's accountant. Final approvals to be made by SECIA Executive Committee pending research.
 - a.
 2. Business cards; Motion: approve the purchase of SECIA business cards for the Executive Director, Executive Committee members, interns, and generic SECIA cards for general use.
 3. Banking:
 - a. Motion to approve the Executive Director, Jessica Focht-Perlberg; President, Karl Smith and Treasurer, Wendy Menken as signer's to SECIA's US Bank account.
 - b. Motion to approve the Executive Director, Jessica Focht-Perlberg; President, Karl Smith and Treasurer, Wendy Menken as signer's to SECIA's UBS account.
 4. **Motion: Approve Executive Director onboarding action items as detailed above.**
 - a. **Mover: Karl, Second: Steve, Unanimous Approval**

- iii. Review and approve draft [Form 990](#) and [State of Minnesota Charitable Org Annual Reporting Form](#) for filing
 - 1. **Motion: Approve both the Form 990 Tax return and the charitable organization reporting form document**
 - a. **Mover: Stever, Second: Kathy, Unanimous approval**
- iv. Board member Sloane MacSwain recommends Andrew Norton, the new President and SECIA Liaison for Brook Avenue Housing Cooperative to fill her Board position.
 - 1. Brook ave board shrank from 7 to 3 people after move outs
 - a. Additional members are expected to sign up
 - 2. **Motion: Approve Andrew Norton as a SECIA board member to fill in for Sloane MacSwain (up for re-election in 2022)**
 - a. **Mover: Karl, Second: Ben, Unanimous approval**
 - 3. Many people were moving in today, mix of both students and regular working people
- v. Introductory discussion: [interlocking board members for SECIA and SE Seniors](#) (Karl)
 - 1. Wendy - for now this can be structured as a formal representative without changing bylaws
 - a. Could make a more formal voting member seat and would need to change bylaws to adapt
 - b. Ben - is there an age limit to serve on the SE Seniors board?
 - i. Karl - likely not
- vi. Board meetings - select dates for monthly meetings and Annual Meeting date
 - 1. Karl - propose October meeting for the 1st Tuesday, annual meeting not on the election day
 - 2. Wendy - we have had the annual meeting on Wednesday in the past - it doesn't conflict with other Tuesday meetings
 - a. Wednesday 11/18 would be a good date
 - b. We need to put a work plan together to get things moving
 - 3. Nominating committee is part of the bylaws
 - 4. Armitage has a very helpful planning document
 - 5. Lila - can we call for nominations and then have a zoom meeting?
 - a. Have the option of people responding via email
 - i. Have a limited time window
 - 6. Jessica will be consulting with a legal team about bylaw modification recommendations
- vii. Discuss options, plan for remote board elections process and recruitment (Jessica)
 - 1. Pandemic raises some unique considerations about running the annual meeting
 - 2. NCR is understanding of the need to be flexible and won't hold it against neighborhoods who choose to postpone elections
 - 3. Primary Options:
 - a. Online
 - b. Mail
 - c. Online/mail hybrid
 - d. Postponement
 - 4. How do we accommodate requirement to allow "nominations from the floor", which is a requirement of our bylaws?
 - 5. Is it good enough to start but not end elections at our annual meeting?
 - a. How do we validate votes?
 - b. It is difficult to pull this off all in one night.

6. What is most accessible to the community and promotes the highest level of participation?
 7. How do we do outreach?
 - a. Special edition of Comotion
 - b. Could coordinate a 'get out the vote' effort combining general election with our board elections
 8. Examples of methods for voter validation and tools will be shared with the executive board later.
- b. Committee Updates (30 min) – Up to Five (5) minutes per update
- i. Grant Writing and Interns – Laura & Jessica
 1. Introductory discussion: developing a [DRAFT project proposal for UMN Graduate Civic Leadership Program](#) - Equitable Engagement and the continued SECIA Re-imagining Project
 2. Laura - Earlier this summer had conversation about having a graduate student fellowship to augment our staff
 - a. Looking at how resources are used and listening to voices in the neighborhood
 - b. Strategize how SECIA can work towards more equitable engagement
 - i. Develop communication to promote antiracism in our community and coordinate community conversations
 - ii. Develop a working group to engage in a more representative cross section of SE Como to continue to engage key questions
 - c. Would be university-funded
 3. Wendy - what is the broad timeline for this project?
 - a. Laura - the sooner the better, but amorphous timeline
 - i. Would like to have something submitted this fall
 - b. Jessica - need to discuss with exec how this fits in our organizational timeline
 4. **Motion: Approve continuing the pursuit of a Graduate Civic Leadership program fellowship.**
 - a. **Mover: Wendy, Second: Karl, Unanimous approval**
 - ii. Community Building & Communications – Jim
 1. We are a bit short-staffed
 - a. Need a new communications and two community building interns if we wish to maintain our staff levels
 - i. We should check in and see if Louis is overloaded with the communications or not
 2. Steve - are you aware of any other national night out gatherings besides Kathy's?
 - a. No, Kathy's is the only one known about going forward
 - iii. Land Use & Development (interim name) – Katie, Quinn, & Aaron
 1. Review of [Initial Land Use & Development Committee Planning notes](#) and next steps
 2. Six community members worked on this plan
 3. New committee will meet monthly
 - a. Work can be done at regular monthly meeting
 4. Apparently we missed the notification for the development on 18th and Como
 - a. As far as the committee knows, we are getting notice of the items that need action from the neighborhood improvement association

5. Committee could organize planning for the use of the school building
6. Could hold education sessions to help residents understand the zoning changes that will be happening from the 2040 plan
7. Recommendation that SECIA recognize Joan Menken's service to the community and SECIA
8. **Motion: Establish Land Use & Development Committee with Quinn as the chair.**
 - a. **Mover: Steve, No Second, Motion failed**
 - b. **Discussion:**
 - i. Karl - we should slow down a bit and be mindful about the development of these committees
 - ii. Quinn - would be more comfortable with a vote and making it a team effort
 - iii. Kathy - committee recommends the chair, but the president of the board appoints the committee chair
- iv. Environmental – Kathy/Peggy
 1. Met in Peggy's backyard this month
 2. People are working on the TCE issue
 3. Two storm drain stenciling teams are going out this weekend
 - a. Cody and Lauren, and another family
 4. May team up with Ramy for a solar energy distance event
- v. Housing - Wendy
 1. No update
- vi. Livability & Housing Implementation – Katie
 1. A woman who headed the university's relocation assistance program (Mary Everly) retired 2 weeks ago
 - a. Learned that HR department is ending its relocation assistance program
 2. Need to look for a new way to make "live near your work" website more broadly available in the community
- vii. University District Alliance (UDA) - Katie & Jessica
 1. Board will meet in the 3rd week of September
- viii. Projects - Gardens, Utility Box Wraps, etc.
 1. Flowers are blooming
 - a. Bees and butterflies are happy
 2. Always looking for more volunteers
 3. Diverter garden on 15th and Talmage is doing well
 - a. Things are blooming and it looks great
- ix. Safety – Cody Hoerning
 1. Cody is continuing to work as a conduit between city public safety and the community - keep coming to him with questions and concerns
- c. New Business
 - i. none

10. Adjourn: 8:40 PM, 2 hrs, 10 minutes

SECIA Minutes September 1st, 2020:

Note taker: Ben Brummel; Exec reviewed: 9/30/2020 ; Board Approved: 10/6/2020