



Executive Committee Minutes

January 11, 2016

6pm

PPA Office

Attendees: Christina Larson (President), Richard Adams (Vice President), Dick Poppele (Immediate Past President), Eric Amel (Secretary), Tamara Johnson (Treasurer), John Cushing (Membership and Communications Chair), Vince Netz (Bylaws Task Force), Sigrid Coats (Glendale Committee member, repping Glendale Committee), Jessica Buchberger (Staff), Joe Ring (Guest, Board member), Michelle Chavez (Specialist, Neighborhood & Community Relations, City of Minneapolis)

Absent: John Wicks (Zoning and Project Review Chair), Ladan Yusuf (Glendale Committee Chair)

1. Christina welcomed the committee and guests. John Cushing moved to approve the Consent agenda with edits to the December Executive Committee Minutes. This was seconded and approved.
2. Richard Adams motioned to move the Glendale Committee items to a special meeting to be held next week. This was seconded and approved unanimously.
3. Christina reviewed the amended regular meeting agenda. Richard moved to review the Bylaws, then the code of ethics in the agenda. This was seconded and approved. Christina asked to review the Zoning letter and Cam's item before the Good Neighbor Fund grant draft, this was seconded and approved.
4. The committee reviewed the letter from the Zoning and Project Review, and voted to move it directly to the Board of Directors without any changes.
5. Cam Gordon asked for support to make a critical parking area permanent after parking restrictions were made for the Vikings stay at TCF Bank Stadium. The residents are asking for the parking restriction to be made permanent. Dick Poppele moved to support the letter and forward it to the board, which was seconded and approved unanimously.
6. The Committee reviewed the draft grant proposal to the Good Neighbor Fund to put Prospect Park banners along busy streets in the neighborhood. The committee asked clarifying questions. The final proposal is due on January 29th. The Executive Committee provided these comments:
 - a. redistribute the banners from Arthur Ave along the freeway to freeway to Franklin Ave and at the bridge.

b. Emphasize the ends of Franklin Avenue and possibly the U of M side of East River Parkway.

c. Make the PPA in-kind donation more transparent

The committee voted to support the draft for forwarding to the Good Neighbor Fund with appropriate edits and updates.

7. The committee reviewed the Board of Directors roster and who is up for re-election versus mid-term. Christina sought a recommendation for Nominations Committee Chair. The committee suggested names and assigned people to contact those members.
8. Michelle Chavez presented on the Neighborhood and Community Relations Department's Board Training. She typically gives the presentation after neighborhood Annual Meetings to review NRP and typical Board Duties. She has received positive feedback from other neighborhood boards on this training. The Executive Committee asked that Michelle give a CPP funding update and run a Saturday morning training on February 27 from 10-noon on the duties of board members. Michelle had also sent a Robert's Rules of Order document about handling disruptions at the Board level. Richard motioned this be discussed at the Board duties training in February rather than discussing at the Executive Committee at present. This was seconded and approved unanimously.
9. The committee discussed the PPA Budget Issue Summary that was sent in advance. Christina reviewed the document. In summary, there is a projected budget shortfall starting in the middle of 2016 due to the budget schedule of the City and a misunderstanding of funding by PPA. After some questions about the historical data of the CPP funding, Michelle Chavez suggested that Dick Poppele, Tamara Johnson, Bob Cooper, Jessica Buchberger and herself meet to review the documents and make a plan. John Cushing moved to make this official, this was seconded and approved unanimously. Michelle added that NRP Phase I and II remainders can be modified for administrative use.
10. Christina resumed the discussion on the nominations process. The board members up for re-election will be asked who would like to run again at the January 25 board meeting and solicit recommendations for new board members. The committee gave their own recommendations for potential board members.
11. The committee resumed the budget discussion. The concept of a Fundraising Task Force or Committee has been brought up before but nothing has come to fruition. The Executive Committee feels that they need to find someone who knows how to write grants. The committee discussed different people to approach to lead or serve on a grant writing and fundraising committee.

12. The rent for office space is currently carried by the PPA, and the other two organizations who have offices in the suite do not contribute any rent and the other organization who uses the conference room does not contribute financially. The committee discussed the options available and the pros and cons of charging rent, including the rent agreement with the landlords. Eric Amel will draft language to Prospect North, SE Seniors and PP2020. The letter should mention that PPA is looking at all the users of the office space. This motion was seconded and approved unanimously.
13. Vince Netz and Richard Adams presented their draft bylaws revision. Richard explained that the vision of the Task Force is to shrink the size of the board and remove the Executive Committee, since the large size of the current board pools the power of the organization into a small group. Richard and Vince walked the committee through their suggested edits, with the committee asking clarifying and logistical questions. The committee comments These drafts, with necessary changes, will go to the Board of Directors for first review in January. Richard motioned that the Conflict of Interest policy go to the board for review and vote at the January 25 Board of Directors meeting, this was seconded and approved unanimously. Richard motioned to send the amended Code of Ethics to the Board, which was seconded and approved unanimously.
14. Eric presented two mediators to resolve concerns that led to the Grievance. Richard moved that Eric take these options to the Board of Directors, which was seconded and approved unanimously.
15. Christina reviewed the agendas for the Community and Board meetings.
16. The special meeting for Glendale items will be on January 18th at 6:30pm.
17. The committee adjourned at 9:05pm.