Attendees
Present: Leroy Eadie (Executive Director), Tina Kimmey (Chair), Matchu Williams (Vice Chair), Ambar Solarte (Treasurer)
Guests: Kat West, Allen Field

Operations, logistics, committee updates

- **Operations regarding Coronavirus COVID-19**
  - Physical distanced meetings for groups with lower risk members a possibility on SE Uplift parking lot
- **NA elections – avoiding election related grievances**
  - Draft letter in support of elections and modifying bylaws when needed for outcomes towards increased civic engagement
- **DEIA Workgroup**
  - Progress is happening and a presentation to the full board is expected July
- **Board Development Committee**
  - Areas of development potential (e.g. gardening, environmental, homelessness)
- **Filling Muz’s Position**
  - Leaving June 12th, 2019
  - Unpredictability around upcoming expenditure
  - Exploring options
    - Current staff may take on additional responsibilities
    - Discussion of bringing on support staff (e.g. updating website, checking mail, keeping calendar current)

SEUL Programming

- **Use of remainder Community Cleanup Funds**
  - $7,000 available for pandemic responses in the community for current fiscal year
- **Fiscal Sponsorship**
  - (no new applications at this time)
- **Strategic Plan**
  - SWOT analysis underway with SEUL, Leroy will present some process options to ExComm
- **Brooklyn/Albina Railyard Report Update**
  - Request update from Mo (Vibrant Portland LLC) to full board

Finances

- **Proposed 20-21 Budget from Finance Committee**
  - total revenue $562,253
    - 87% from city contract; City Life agreement to grow by $11,132 - 2.5% COLA (cost of living adjustments)
    - *might change due to COVID-19 impacts to city budget*
    - Personal Costs is 61% of total expenses
    - Administrative Costs are 5% of total expenses
- Insurance Costs are 4% of total expenses
- Utilities Costs are 2% of total expenses
- Buildings & Maintenance Costs are 7% of total expenses
- Professional Services Costs are 8% of total expenses
- Program Expenses Costs are 11% of total expenses
  - Created LUTC Leadership Stipend Program
  - Flexibility around personal and programs
- ~31% of Civic Life budget goes to Neighborhood Association and Coalitions
- Expenses expected to grow 3.8% overall year-over-year

Ambar moves to adopt the proposed budget with provisions for adjustments, Reuben Seconds. Motion passes.

Next Finance Committee is June 18th, Zoom (3rd Thursday)

Advocacy Request
  - Better/Healthier Hawthorne
    - Advocacy Request Packet from Zach & Healthier Hawthorne for a letter of support to Commissioner Eudaly & PBOT to include bike access to the scheduled Hawthorne Paint & Pave
    - Invite Carla Kinsley (PBOT) to present at June meeting
  - Background:
    - [https://bikeportland.org/2020/05/20/its-official-pbot-considering-bike-lanes-on-hawthorne-blvd-315086](https://bikeportland.org/2020/05/20/its-official-pbot-considering-bike-lanes-on-hawthorne-blvd-315086)
    - Letter of support?

June Board Meeting
  - Logistics, Zoom etc.
    - Quick updates on elections
  - Committee reports
    - Finance, Houselessness Action, Board Development
    - Finance committee update
    - Report from ED

Follow ups?
  -

Other items for discussion:

Minutes by Matchu Williams. 2020 May 20th.