



EXECUTIVE COMMITTEE MEETING

September 19, 2022 | 5:30-7:00pm | Via Zoom

ATTENDANCE

ExComm Members Present

Tina Kimmey (Chair)
Dave Weaver (Vice Chair)
Nancy Chapin (Secretary)
Lindy Walsh (Treasurer)

Staff Present

Nanci Champlin (Executive Director)
Lindsey Johnson (Fiscal Sponsorship and Communications Manager)

Guests Present

Sharon Wynde (SEUL Board Administrator, consultant)
Kat West (Board Member, Inner SE Action)
Doug Waugh (Board Member, At Large)
Allen Field

EXECUTIVE COMMITTEE MEETING

5:35 Tina called the meeting to order.

5:35 Appoint Committee to Process Allen Field's Grievances.

Three volunteers have volunteered for the committee to process Allen Field's grievances and make recommendations to the board: Kat West, Lindy Walsh and Nancy Chapin. They will work on the grievances and report to the board at the October meeting.

Approve appointment of committee to process Allen Field's Grievances.

Motion: Dave Weaver moved to approve the appointment of a committee to process Allen Field’s Grievances with Kat West, Nancy Chapin and Lindy Walsh as the committee members.

Seconded Tina

In favor 4

Opposed 0

Abstentions 0

Result: **The motion passed.**

5:50 Review Fiscal Sponsorship Renewal for BBBC

We want BBBC to be in the renewal cycle as their sponsorship expires in October. Nanci shared information on BBBC. BBBC has applied for a 501c3 status which is pending federal approval. SEUL meets with BBBC on a monthly basis. We didn’t ask them to do a renewal application this round since nothing material has changed with the organization. They score a “4” on the equity rubric which is best practice. They are Tier 3 fiscally sponsored project so they will be fundraising over \$25k. SEUL staff recommends that we renew their fiscal sponsorship.

Approve Renewal of Fiscal Sponsorship for BBBC.

Motion: Nancy moved to approve the renewal of BBBC’s fiscal sponsorship for another year.

Seconded Lindy

In favor 4

Opposed 0

Abstentions 0

Result: **The motion passed.**

5:56 Review Draft FY 22-23 Board Meeting Schedule

Nanci shared a draft calendar. Bylaws require we meet 10 times/year. This past year, the SEUL board met every month except August. Nanci shared a recommendation on where to reschedule Monday meetings due to federal holidays. We’re also looking at retreat dates.

Nancy suggested taking December off in addition to August. Tina suggests skipping January instead of December because a lot of people miss the January meeting, coming early in the new year. Nanci suggested we consider not having a board meeting in July, but meeting in August. We could present the final budget-to-actuals in August, whereas that information isn’t available yet in the July meeting. We could move the 9/4/23 board meeting to Tuesday 9/5/23 but it will need to be via Zoom because the Fireside room is being used.

Dates for the fall board retreat were discussed. Possible dates will be shared with the board for their input.

6:10 Update: October Board Meeting Charter Change Presentations Discussion: Hold a Board Meeting to Vote on Endorsement?

Nanci has reached out to the various groups representing this measure to present to SEUL. Do we want for them to present to a board meeting? Or do we want to arrange a date as a community forum if the board isn't going to vote on it?

Nancy prefers that we not take a position on it. She prefers that it be a community forum and open it up to NAs and the community to attend. Tina also prefers the community forum format. No one is asking SEUL to make an endorsement. Nancy suggests that we do a poll of board members on what would be a good date for a community forum. Nanci said if we do community forum, it will be for the entire community, not just for board members. We would do the meeting on Zoom as a webinar. We can facilitate a Q&A and record the meeting.

6:22 Discuss Board Member Retreat

We need a purpose for the retreat. It's not an ideal time to do strategic planning given what is happening at the city. We could define an organizational vision. We could co-create new meeting ground rules. We could also define and empower our committees. We brainstormed a bit at the ice cream social. They may be committees of the board, or community, or task forces. We can query the board on multiple choices of what they would like to learn more about. We could include those as parts of board meetings.

6:30 ED Update

SEUL is hiring for Ops Specialist: we have 2 finalist candidates. Interviews with staff will happen next week. From there background checks and hopefully offers will follow.

Fiscal sponsorships: Lindsey has stepped into her new role. A couple of new inquiries: HONK PDX inquired. They focus on making music equitable. Oregon Climate Action Hub also inquired, which is a hub for all groups working on climate change. HONK PDX is planning a concert next summer. They'd be in tier 2. OR Climate Action Hub would be Tier 3. [Oregon Climate Action Hub - Find your place in the climate movement. \(orclimatehub.org\)](#) is the website for Climate action. [HONK NYC!](#) is the website for Honk PDX.

Alex is busy preparing logistics around the small grant program. Nanci will announce at the board meeting when those will kick off.

We are getting a \$7k grant from Bureau of Environmental Services to paint the junction boxes. BES has a vision to deal with the remediation of graffiti. We've been selected to pilot this. There are 4 artists they'll be working with, and we will administer it. Next Tuesday will be an orientation for the artists with BES. We're aiming for the projects to be complete by end of November.

In the last month Albert Kaufman provided 3 communications training sessions.

LUTC update: they're meeting tonight at 7pm. They'll be discussing Just Crossing: [Endorsing Partners - Just Crossing Alliance](#)

6:43 Set Agenda for Next Board Meeting

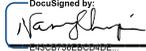
1. Board meeting calendar

2. Grievance review committee presenting findings and recommendations
3. Conflict of Loyalty review for new and returning board members.
4. Discuss retreat
5. Updates. If LUTC makes a recommendation to the board on the Just Crossing Partnership, we can vote on that.
6. Committee updates.

6:53 The meeting adjourned.

Next Executive Committee meeting: Monday, October 17, 2022, 5:30–6:30pm, via Zoom.

Minutes Approved (Date) 12/14/2022 _____

Secretary Signature  _____