



## EXECUTIVE COMMITTEE MEETING MINUTES

November 21, 2022 | 5:30-7:00pm | Via Zoom

### ATTENDANCE

<b>ExComm Members Present</b>	Dave Weaver (Chair) Kat West (Vice Chair) Kim Bandy (Secretary) Doug Waugh (Treasurer) Tina Kimmey (Past Chair)
<b>Staff Present</b>	Nanci Champlin (Executive Director) Matchu Williams (Community Liaison Program Manager)
<b>Guests Present</b>	Sharon Wynde (SEUL Board Administrator, consultant)

### EXECUTIVE COMMITTEE MEETING

**5:30** Dave called the meeting to order

Welcome and introductions.

**5:55** Review Fiscal Sponsorship Application for Friends of Good Rain | Nanci Champlin, ED

The organization's mission is to feed the indigenous community free of charge among other services to the community. They've applied for a grant from Seeding Justice to have David Atkin provide assistance to get them started as a 501c3.

(Fiscal Sponsorship is a 3-tiered program): this group is Tier 2.

There is a rubric that went out; they scored very high.

**ACTION** **Vote to approve the Fiscal Sponsorship Application for Friends of Good Rain**

**Motion:** Dave moved to approve the fiscal sponsorship applicant.

Seconded: Doug

In favor 4

Opposed 0

Abstentions 0

Result: **The motion passed.**

**Executive Director Updates | Nanci Champlin, ED**

Portland Engagement Project – Civic Life Bureau is working on making sure all Portlanders have a voice. At the last DCO joint meeting, the consulting firm they hired to design the outreach program asked if anyone had suggestions. The City is planning to do a summit to bring voices and discuss civic engagement broadly. At the DCO level there will plan mini-summits. They reached out to Nanci to engage the board. We would like to hold this before end of year, so ideally, we'll have them at 12/5 board meeting.

There is a woman in city council in Australia named Amanda who is visiting our city council, and she'll be visiting SEUL and having coffee with Nanci.

Nanci has been invited to apply to join a committee by North Star Foundation, which is helping the city with the rollout and engagement process of the charter change. There's a committee looking at the 4 quadrants. Nanci will apply.

Tomorrow is the application deadline for the SE Uplift Small Grants applications. At the December board meeting, Alex will do a summary of the recommendation of the grants committee.

The utility box art project is wrapping up. Three are finished and the fourth is nearing completion. Nanci would like to create posters of their art.

Fiscal sponsorships: PUAH is moving to Campus Compact as a project, and part of their nonprofit. We've transferred the unrestricted funds over to Campus Compact. PUAH had a fee-for-service contract which got transferred over. The last piece is the Meyer Memorial Trust grant. MMT is in the process of re-writing that for the transfer to take effect.

On 12/5, Nanci & Phoebe will submit a grant to allow them to purchase some hybrid meeting technology as kits that can be checked out by different groups. We're also planning to purchase new laptops for staff and redeploy existing laptops for check-out. We'll develop our hybrid meeting best practices.

Building Update: we had volunteers from the Mennonite Church next door for the Backyard Habitat Workshop last weekend to help plant along the sidewalk, and someone built planter boxes from the Sunnyside neighborhood.

This week, Nanci will work on the Good Neighbor Agreement with John, the houseless individual living on SEUL's property. He'll be relocating by the end of April. He's done most of what needs to happen to prepare to relocate.

### **Committee Updates:**

**Nominations. No update since we had elections.**

**Board Development Committee (Tina).** We'll open up the At Large and Community Organizations to apply coming up in January. If anyone knows of a good candidate, let Tina know.

**Land Use & Transportation Committee (LUTC) (Matchu).** The committee will meet tonight. We have a full round of presentations, including the I-5 Rose Quarter project, followed by Building a Better 82<sup>nd</sup> Avenue presentation, as well as a lower SE Portland presentation which includes land use and transportation updates.

**Houselessness Action Committee (HAC) (Dave).** This committee meets last Monday of the month. At the last meeting they discussed emergency medicine for people who have overdosed.

**Finance Committee (Doug).** Tomorrow (11/22) will be the first meeting with Doug as Treasurer. He'll be meeting with Kris (bookkeeper) tomorrow. We changed our meeting to Tuesday from 4<sup>th</sup> Thursday due to the Thanksgiving holiday.

**Grant Review Committee.** We don't have any applications yet, but the committee will be working on their review. Alex will send the committee the grants they'll be reviewing. Next week, the committee will meet to discuss the organizations that they've scored. Alex will present their recommendations to the board.

### **Board at Staff Retreat Debrief | Sharon Wynde, Board Administrator**

The Board & Staff Retreat on Saturday was successful, with 15 board members, 4 staff members and 2 guests in attendance. It was great to be in person and be able to connect with each other. We drafted Visioning Statements, and discussed community committee ideas and charters, and came up with ideas for topics for future board learning sessions.

### **Review Final Draft Updated Community Agreements (Sharon)**

Sharon reviewed the suggestions for changes and additions to our Community Agreements that were brought forward during the 11/7 board meeting. Suggestions were made to combine some of the suggestions.

The Executive Committee suggested that Nanci and Sharon work together to finalize the recommended Community Agreements to present to the board for adoption at the December board meeting.

### **Review Draft Standing Rules for Committees (Kat West, Vice Chair)**

**Kat reviewed a draft of the Standing Rules for Committees.**

