

DRAFT

Lents board meeting
Feb. 8, 2018
8940 SE Reedway St

Board members present:

Sabina Urdes
Lacey Hamerin
Ray Hites
Christo Brehm
Barbara Bader

Not present:

Jo Lynne Cooper-Nearing
Cora Potter
Jennifer Young
Michael Collins

6:38 meeting called to order

Urdes: Two resignations since last board meeting, Jason Umtuch and Amina Wilson.

Reports

Hamerin: January Board meeting Minute approval:

Amendments to Jan. treasurer's report: \$10,844.37 in savings, outgoing funds equal \$65.99 for printer ink, \$105.04 for PA transport and certified mail, \$62.05 and \$78.50 for PGE (Lents monuments) and a transfer from savings of \$500.00.

Urdes makes motion to approve minutes. Hamerin seconds. approved unanimously

Young: Livability committee.

Not present, but Bader says there isn't an update except publicizing the meeting. Wants help distributing flyers. A lot of panelists, they are excited and looking forward to it. More panelists attending than listed on flyer. Bader will post on Facebook, already done a paid post to boost the event. No press release was sent out, Bader didn't think it was necessary. Doesn't want to be reimbursed for the paid Facebook boost.

Hites: Treasurer's report:

checking \$388.27
savings \$13,844.90
\$14,233.17 total

Since last board meeting: \$3000.00 donation, \$.53 interest. Haven't paid PGE bill for the Lents monuments this month due to check signatory confusion. Accounts payable of \$32.96 and \$40.07 for a total of \$87.03 Feb. bills haven't been received yet. Bader asks if the donation was intended for anything in particular. Hites spoke with donor, who wishes to remain anonymous, and thinks the intent was to compensate the association for the moving of the New Copper Penny sign and the loss of the neighborhood allotment, which has since been received. (January 18.) Urdes will submit check signatory paperwork to Secretary of State's office online. Brehm proposes a vote to have Chair and Secretary as check signers. Bader seconds, motion passes unanimously. Hites requests the telephone PIN so he can continue his treasurer's business. Also wants to formally form finance committee, two members Ben Coogan and Richard Seymour and board member Ray Hites. Idea is to review finances. A question is raised about who picks up mail and bank statements? Hites says Potter has offered to pick up mail from EPNO and deliver it to Hites, but that hasn't worked out well. Action: Speak with Potter about when she is picking up mail and if it's the best schedule.

Urdes: Communications:
Code of conduct review from general meeting.

Bylaws: Started working on them, template is 39 pages long, slowing making her way through. Will email progress thus far.

Social media (LNA FB page) guidelines: Review and discuss at next meeting. Hites says a code of conduct exists, doesn't have a copy. Brehm says these are examples of policies/manuals that the board needs and he was surprised this doesn't exist. Need a companion to the bylaws and a way to show that committees are accountable to the board. Brehm expresses concerns about not knowing what committees there are and who is on them. There is a consensus among the board that there needs to be a formalized, documented committee reporting policy, details yet to be worked out. Urdes makes a motion for committees to submit to her a report at least 2 days in advance of general meeting. Brehm seconds, motion passes unanimously. Urdes will reach out to committee chairs.

Website: Bios and committees updated. Bader questions if people on committees should have their names published.

Email communication: Urdes starting new email account for communication with board, will check on Tuesday, Thursday and Sunday only. Automatic reply on other days.

Urdes makes motion to extend meeting, Bader seconds, motion passes unanimously.

Robert Schultz: Lents Fair:

He is ready to book and make reservations. Proposes an investigation on how to transfer this event to Lents Grown. Cost for event this year will be between \$8,000-\$16,000. Thinks it is a fair price. Thinks Lents Grown may be better suited to reach out to the business community for

sponsorships, etc. Right now, Schultz has full ownership of Lents fair and estimates he will need to spend about 530 hours on the event. Not comfortable to continue doing this for the LNA given the volatile elements that have come up recently. Feels there isn't support from general membership. Brehm proposes Lents Fair be transferred to Lents Grown, contingent upon their acceptance. Urdes seconds, motion passes with one abstaining. Point of clarity: No money will be moving hands. Upon further discussion, Brehm proposes to give Schultz support to approach Lents Grown with questions from concerned members and present a more complete report of what this transfer would look like. Urdes seconds. Motion passes 4-1.

Action for next board meeting: Talk to Lents Grown about the lighting of the Lents Monuments.

Discussion Items

Brehm: Audit:

Sent an email report to all board members. Most important body is general membership. Direction should be from general membership about audit/review. Review of general meeting thoughts. In general, don't need a formal audit, but something does need to happen. Not ready to make a decision. Since then, Brehm has spoken with a few people. CPA had general guidance, will charge \$150/hour. In general, the board should start with an internal audit, organizing records, etc. Hites makes a motion to form finance committee to do an internal review of finances, financial procedures, and make proposals. Urdes seconds, motion passes unanimously. Members are Ben Coogan, Richard Seymour and Ray Hites.

Action Items

February General meeting agenda:

Will Their from Prosper Portland wants to come to discuss Lents Urban Renewal Budget.

Rep from EPNO to discuss grants.

Rep from Portland Water Bureau to discuss discounts.

Still wants to have welcoming committee. Wants ethnic group to sing, dance, welcome people at meeting, 10 minutes before. Hamerin will ask parents at Lent Elementary if kids are doing a performance now. Urdes will also reach out.

Committee reports.

Hites wants to make sure there will be time for discussion with all the speakers lined up, Urdes says she will make sure speakers keep to their allotted time. Brehm proposes having a greater opportunity for members to participate and have public input, actually wants that as an agenda item. Bader wants to ensure agenda is being approved at top of meeting.

Discussion regarding clean up grant.

Schultz clarifies he submitted a formal request to be on next month's agenda. 15 minutes to lead discussion on the ethics of LNA.

Grievances

Board goes into Executive Session

OPEN SESSION:

Formal vote on findings of grievances:

Grievance 10: Unanimous vote agreeing with findings passes

Grievance 11: Proposal to send an official apology letter to Joanne Rees. Motion passes unanimously.

Grievance 12: Statement read about absolving the bylaws committee and why. Urdes abstains, 4 in favor.

Grievance 13: Could consider defining conflict of interest in bylaws and have clearer explanation of when/if conflict of interest arises. Urdes' employment was announced through appropriate channels when official. Hired at the end of November, went on vacation, no meetings in December, job announced at January general meeting. 4 in favor, Urdes abstains.

Board expresses appreciation for fellow members.

10:03 meeting adjourned.