

**East Bde Maka Ska Neighborhood Association
Board of Directors Meeting**

Thursday, May 5, 2022, 7:00 p.m.
Online via Zoom

MINUTES

Board members present:

Paul Lussenhop (President), Adam Olson (Treasurer), Kari Krautbauer (Secretary), Sarah Buchlaw, Josh Christianson, Anja Curiskis, Caren Dewar, Thang Holt, Bobbie Keller, Luke Varien

Staff present:

Andrew Degerstrom, Coordinator

1) Welcome & Introductions

President Paul Lussenhop called the meeting to order at 7:05 p.m.

2) Council Member Aisha Chughtai, Ward 10

Minneapolis City Council Member Aisha Chughtai gave the following updates:

- Ward Week was a success, happy to take suggestions on locations for future office hours.
- Was able to secure more funding for Open Streets through ARPA
- Committee action on the Hennepin Ave Reconstruction as soon as May 19. Council Member has heard that project staff have made some changes, but won't know for sure until they are briefed by staff.
- Work on Lyndale Ave to add medians at 25th and 27th Streets has been completed.
- City is moving forward with creating a Rent Stabilization Work Group.
- Constituents should direct comments related to crime to the Mayor as he has complete operational authority over the MPD.

3) President's Report

President Paul Lussenhop gave the following report:

- The City's Community Connections Conference is Saturday, May 21. Board members are encouraged to attend if interested.

- Paul thanked Anja for organizing the Earth Day Clean-Up.

4) Staff Report

Coordinator Andrew Degerstrom gave the following staff report:

a. 501(c)(3) vs. 501(c)(4)

Andrew reminded the Board that he emailed the specific details regarding 501(c)(3) vs. 501(c)(4) that were presented last month. The Board will need to decide if it is interested in pursuing 501(c)(3) status.

b. Return to In-Person Meetings

Andrew reported back on how Fulton and Lynnhurst's first hybrid meetings went last month and the Board discussed its interest in moving to hybrid.

The following action was taken regarding agenda item 4b:

Motion to adopt Resolution 2022R-11: Resolved that the East Bde Maka Ska changes its Board meetings to hybrid starting either in June or July. *Motion by Todd, seconded by Lussenhop. Motion carried with 11 ayes and 0 nays.*

c. April Minutes

Andrew asked the Board to review and approve the minutes from the April meeting.

The following action was taken regarding agenda item 4c:

Motion to approve the minutes from the April Board meeting. *Motion by Lussenhop, seconded by Todd. Motion carried with 11 ayes and 0 nays.*

5) Finance Report

Treasurer Adam Olson presented the May 2022 Finance Report, attached as Exhibit A.

6) Committee Reports

a. NRP Committee

Paul Lussenhop reported that the NRP Committee met to discuss what East Bde Maka Ska will do with the program income it received after Propel paid back their loan in December. The NRP Committee is also recommending two actions:

1. Freeing up funds tied to the now ended Lead Testing Program for a future plan modification.

2. Initiating a plan modification to move funds from its Revolving Loan Program strategy to its Neighborhood Boundary Sign strategy to cover cost of replacing East Bde Maka Ska's neighborhood boundary signs. This action will be taken at the June meeting.

The following action was taken regarding agenda item 6a:

Motion to adopt Resolution 2022R-12: Resolved that East Bde Maka Ska approve the 6th Amendment to NRP Funding Agreement no. 27964, attached as Exhibit B. Motion by Lussenhop, seconded by Todd. Motion carried with 11 ayes and 0 nays.

b. Culture, Diversity & Inclusion Committee

Culture, Diversity & Inclusion Committee Chair Luke Varien reported that the Committee is interested if the Board would be agreeable to the CD&I Committee using one of East Bde Maka Ska's 4 budgeted neighborhood mailings to promote its survey. The Board was agreeable.

c. Public Safety Committee

Public Safety Committee Chair Paul Lussenhop reported that he sent notes from the April meeting to the Board along with an Excel spreadsheet with crime statistics from the City's data portal.

d. Livability Committee

Livability Committee Co-Chair Lee Todd gave the following report:

David Frank, the new Executive Director of the Uptown Association, attended the meeting. David Frank and the Committee discussed a number of topics, the most significant being a desire to reform a joint committee between the Uptown Association and the 4 greater Uptown neighborhoods. Paul Lussenhop will be reaching out to the other neighborhood association Presidents.

Although the developers have not been back to present, the Committee has been made aware of a couple of changes to the planned Seven Points development at the corner of 31st and Hennepin. The developers were unable to find a grocery store anchor tenant, so it was removed from the plans. In addition, some walk-up units were added along 31st Street.

The Committee reviewed several variance requests. The first was for a variance to allow for the construction of a 1st floor bathroom and adding a walk-in tub in the upstairs bathroom for the single-family home at 3352 Irving Ave S. The Committee was interested in seeing some drawings, which were not submitted with the original notification. The second was for a pair of variances to allow the owners of the single-family home at 1459 W 34th St to allow for the construction of a detached single-car garage. The Committee recommends no opposition.

7) Daymark Community Fair

East Bde Maka Ska has been invited to table at the Daymark Community Fair on June 11.

8) Open Streets Lyndale

Luke is going to look into the possibility of East Bde Maka Ska having a booth at Open Streets Lyndale to help promote the neighborhood.

9) Banner

Anja is interested in having a banner made for "Every Day is Earth Day" and other neighborhood events.

The following action was taken regarding agenda item 9:

Motion to adopt Resolution 2022R-13: Resolved that East Bde Maka Ska approve up to \$250 for the creation of a banner. *Motion by Curiskis, seconded by Lussenhop. Motion carried with 12 ayes and 0 nays.*

10) Como-Harriet Streetcar Charter

Anja is interested in chartering the Como-Harriet Streetcar for a neighborhood event aimed at children and families.

The following action was taken regarding agenda item 10:

Motion to adopt Resolution 2022R-14: Resolved that East Bde Maka Ska approve up to \$110 to charter the Como-Harriet Streetcar for a future event. *Motion by Curiskis, seconded by Todd. Motion carried with 12 ayes and 0 nays.*

11) Adjournment

President Paul Lussenhop adjourned the meeting at 8:53 p.m.

Minutes submitted by Andrew Degerstrom

Statement of Financial Position as of April 30, 2022

Cash on Hand

<u>Bridgewater Checking</u>	
City Fund	\$ 7,861.00
General Fund	\$ 27,538.18
Reserve Fund	\$ -
Bridgewater Checking Total	\$ 35,399.18
Undeposited Funds	\$ -
Total Cash on Hand	\$ 35,399.18

Total Assets **\$ 35,399.18**

Liabilities

Bridgewater Visa Balance	\$ 40.00
C-27829 Advance	\$ 4,500.00
C-27964 Advance	\$ 5,100.00
Total Liabilities	\$ 9,640.00

Net Assets **\$ 25,759.18**

April 2022 Transactions Report

Date	Payee/Remitter	Detail	Expense	Deposit	Budget Line Item	Fund #	Reimbursable (Y/N)
4/1/2022	Andrew Degerstrom	Coordinator March 2022	\$ 2,312.50	\$ -	101 - Staff	1101	Y
4/1/2022	Andrew Degerstrom	Google Workspace February 2022	\$ 19.43	\$ -	102 - Occupancy	1304	Y
4/1/2022	Andrew Degerstrom	2021 1099 e-filing fee	\$ 12.99	\$ 1,831.50	125 - Administrative > Tax forms/AG report	1304	Y
4/7/2022	Intuit	QuickBooks Online monthly subscription	\$ 40.00	\$ -	104 - Communications/Outreach > QuickBooks Online	1304	Y
4/8/2022	City of Minneapolis	COM0004782 Reimbursement 3/1/2022 - 3/31/2022	\$ -	\$ 1,739.00	n/a	1000	n/a
4/8/2022	City of Minneapolis	C-27829 Reimbursement 3/1/2022 - 3/31/2022	\$ -	\$ 107.94	n/a	1000	n/a
Total			\$ 2,384.92	\$ 3,678.44			

**East Bde Maka Ska
2022 Budget**

INCOME

Neighborhood Network Fund	\$ 20,000.00
Equitable Engagement Fund	\$ 4,358.00
Wine Tasting	TBD
NRP	\$ 17,660.48
Total Income	\$42,018.48

FUNDING SOURCE			
NNF	EEF	General	NRP
\$ 20,000.00	\$ 4,358.00	TBD	\$ 17,660.48
\$ 20,000.00	\$ 4,358.00	\$ -	\$ 17,660.48

EXPENSES

Staff	
Contract staff	\$ 23,088.00
Subtotal	\$23,088.00

\$ 20,000.00		\$ 3,088.00	
\$ 20,000.00	\$ -	\$ 3,088.00	

Expenses YTD	Balance
\$ 4,791.50	\$ 18,296.50
\$ 4,791.50	\$ 18,296.50

Occupancy	
Web and email hosting, domain and Dropbox	\$ 500.00
Subtotal	\$ 500.00

		\$ 500.00	
\$ -	\$ -	\$ 500.00	

\$ 49.43	\$ 450.57
\$ 49.43	\$ 450.57

Communications/Outreach	
DocuSign	\$ 300.00
QuickBooks Online	\$ 600.00
Constant Contact	\$ 350.00
Zoom	\$ 204.00
New boundary signs	\$ 2,350.00
Create new mailing list	\$ 250.00
Fliers for events (2)	\$ 390.00
Mailing (4)	\$ 4,355.00
General postage and copies	\$ 600.00
Subtotal	\$ 9,399.00

		\$ 300.00	\$ 300.00
		\$ 600.00	\$ 600.00
		\$ 350.00	\$ 350.00
		\$ 204.00	\$ 204.00
	\$ 2,350.00		\$ 2,350.00
		\$ 250.00	\$ 250.00
		\$ 390.00	\$ 390.00
		\$ 4,355.00	\$ 4,355.00
		\$ 600.00	\$ 600.00
\$ -	\$ 2,350.00	\$ 7,049.00	

\$ 100.00	\$ 200.00
\$ 145.00	\$ 455.00
\$ 378.00	\$ (28.00)
\$ -	\$ 204.00
\$ -	\$ 2,350.00
\$ -	\$ 250.00
\$ -	\$ 390.00
\$ -	\$ 4,355.00
\$ -	\$ 600.00
\$ 623.00	\$ 8,776.00

Supplies Material	
Office supplies	\$ 300.00
Subtotal	\$ 300.00

		\$ 300.00	
\$ -	\$ -	\$ 300.00	

\$ 102.16	\$ 197.84
\$ 102.16	\$ 197.84

Meetings/Community Building Events	
Monthly Happy Hour (6 months)	\$ 360.00
Earth Day	\$ 150.00
Super Sale	\$ -
Crime & Safety events	\$ 300.00
Labor Day	\$ 1,530.00
Annual Meeting	\$ 750.00
Board orientation	\$ 25.00
Caroling	\$ 100.00
Subtotal	\$ 3,215.00

		\$ 360.00	
		\$ 150.00	
		\$ 100.00	\$ 200.00
	\$ 1,125.00		\$ 405.00
	\$ 400.00		\$ 350.00
	\$ 25.00		\$ 25.00
	\$ 100.00		\$ 100.00
\$ -	\$ 2,260.00	\$ 955.00	

\$ -	\$ 360.00
\$ -	\$ 150.00
\$ -	\$ -
\$ -	\$ 300.00
\$ -	\$ 1,530.00
\$ -	\$ 750.00
\$ -	\$ 25.00
\$ -	\$ 100.00
\$ -	\$ 3,215.00

Development/fundraising	\$ -
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\$ -	\$ -
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Administrative	
Insurance: Gen Liability	\$ 500.00
Insurance D&O	\$ 900.00
Mail box rental	\$ 500.00
Tax forms/AG report	\$ 30.00
Subtotal	\$ 1,930.00

		\$ 500.00	
		\$ 900.00	
		\$ 500.00	
		\$ 30.00	
\$ -	\$ -	\$ 1,930.00	

\$ 27.00	\$ 473.00
\$ -	\$ 900.00
\$ -	\$ 500.00
\$ 66.46	\$ (36.46)
\$ 93.46	\$ 1,836.54

Equitable Engagement	
Program TBD	\$ 4,358.00
Subtotal	\$ 4,358.00

	\$ 4,358.00		
\$ -	\$ 4,358.00	\$ -	\$ -

\$ -	\$ 4,358.00
\$ -	\$ 4,358.00

Donations	
Donations to other nonprofits	\$ 1,000.00
Subtotal	\$ 1,000.00

		\$ 1,000.00	
\$ -	\$ 1,000.00	\$ -	

\$ -	\$ 1,000.00
\$ -	\$ 1,000.00

Total Expenses	\$43,790.00
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\$ 20,000.00	\$ 4,358.00	\$ 5,610.00	\$ 13,822.00
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\$ 5,659.55	\$ 38,130.45
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Surplus/(Loss)	\$ (1,771.52)
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\$ -	\$ -	\$ (5,610.00)	\$ 3,838.48
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Funds Remaining by Contract as of April 30, 2022

Contract	Total Funds Contracted	Total Funds Spent through 4/30/2022	Funds Remaining
C-27829 - NRP Phase II Plan Implementation			
Advertising	\$ 2,455.68	\$ 2,455.68	\$ -
Website	\$ 1,530.00	\$ 40.00	\$ 1,490.00
Neighborhood Events	\$ 2,600.00	\$ 671.11	\$ 1,928.89
Admin & Staff Support	\$ 55,225.18	\$ 41,874.06	\$ 13,351.12
Total	\$ 61,810.86	\$ 45,040.85	\$ 16,770.01
C-27964 - NRP Phase II Programs			
CES Energy Visit Rebates	\$ 4,019.09	\$ 4,019.09	\$ -
Neighborhood Signage	\$ 2,000.00	\$ 1,016.35	\$ 983.65
Home Security Rebates	\$ 7,500.00	\$ 3,129.91	\$ 4,370.09
Rain Barrel/Compost Bin Rebates	\$ 4,000.00	\$ 2,698.65	\$ 1,301.35
Tree Grant Program	\$ 6,980.91	\$ 6,056.99	\$ 923.92
Radon Program	\$ 20,000.00	\$ 5,748.00	\$ 14,252.00
Lead Testing Program	\$ 10,000.00	\$ 3,744.90	\$ 6,255.10
Warming House Refresh	\$ 2,162.00	\$ 2,162.00	\$ -
Traffic Study/Implementation	\$ 5,000.00	\$ 1,500.00	\$ 3,500.00
Total	\$ 61,662.00	\$ 30,075.89	\$ 31,586.11
COM0004782 - 2022 NNF/EEF			
Neighborhood Network Fund			
Staff Expenses	\$ 20,000.00	\$ 4,791.50	\$ 15,208.50
Professional Services	\$ -	\$ -	\$ -
Occupancy	\$ -	\$ -	\$ -
General Liability Insurance	\$ -	\$ -	\$ -
Directors and Officers Insurance	\$ -	\$ -	\$ -
Supplies and Materials	\$ -	\$ -	\$ -
Meetings and Community Building Events	\$ -	\$ -	\$ -
Development	\$ -	\$ -	\$ -
Fundraising	\$ -	\$ -	\$ -
Other Services	\$ -	\$ -	\$ -
Equitable Engagement Fund			
Staffing	\$ 1,452.00	\$ -	\$ 1,452.00
Communications	\$ 2,906.00	\$ -	\$ 2,906.00
Total	\$ 24,358.00	\$ 4,791.50	\$ 19,566.50

C-27964

ECCO Neighborhood Association
NRP Phase II Program Activities

6th Amendment

	Activity	Current Budget	6th Amendment	New Budget
1	CES Energy Visit Rebates	\$ 4,019.09		\$ 4,019.09
2	Neighborhood Signage	\$ 2,000.00		\$ 2,000.00
3	Home Security Rebates	\$ 7,500.00		\$ 7,500.00
4	Rain Barrel/Compost Bin Rebates	\$ 4,000.00		\$ 4,000.00
5	Tree Grant Program	\$ 6,980.91		\$ 6,980.91
6	Radon Program	\$ 20,000.00		\$ 20,000.00
7	Lead Testing Program	\$ 10,000.00	\$ (6,278.10)	\$ 3,721.90
8	Warming House Refresh	\$ 2,162.00		\$ 2,162.00
9	Traffic Study/Implementation	\$ 5,000.00		\$ 5,000.00
	Total for Contract:	\$ 61,662.00	\$ (6,278.10)	\$ 55,383.90

Motion: Resolved that the East Bde Maka Ska Board approve the 6th Amendment to NRP Funding Agreement no. 27964 with the City of Minneapolis.