

PNA Board Meeting Notes for 6/21/2016

Attendees: Karen Ward, Allison McManus, David Sangster, Nicole Gipson, Mary-Margaret Wheeler-Weber, Dave Peticolas, Akemi Ishikawa, Sam Whitmore, Mark Tan, Shawn Postera, Angel York.

Board Members not in attendance: Trish Jamison and Kimberly Millard

Board Meeting Discussion Topics:

Welcome/Introductions/May Minutes-board vote

- Introduced ourselves and created a sign in sheet
- Reviewed Agenda and Agreed to move our Community Member Guest to the top of the agenda to review his Crime and Safety Issue
 - Provided information of the issue and walked us through it.
 - Guidance to addressing issue included/Next Steps:
 - (PSAC) Portland Safety Action Committee Meets once a month at the Kenton Fire Station and addresses concerns related to public safety.
 - Here is the link to the North PSAC Meeting:<http://historickenton.com/mc-events/north-portland-safety-action-committee-meeting/>
 - Contact NERT-Neighborhood Emergency Response Teams
 - This issue related to the board wanting a board member to attend the PSAC meetings. We have not identified anyone at this time, but we can bring this up to our larger community.
 - Block Watch discussed and the process to getting one is through the Office of Neighborhood Involvement (ONI)

New Board Member discussion and vote results:

Mary-Margaret Wheeler-Weber Chair

Allison McManis Land Use Chair

Shawn Postera Secretary

Karen Ward Treasurer

Nicole Gipson Member at Large

Mark Tan Member at Large

Akemi Ishikawa Member at Large

Kimberly Millard Member at Large

Trish Jamison Member at Large

Karen Ward lead us through the budget report.

- Balance \$3,885
- Review of the Budget
- Discussed Budget process

PNA board Priorities:

Portsmouth Neighborhood Association

Summary of June 21, 2016 discussion of PNA Board priorities for 2016/2017

Must Do - mission critical functions

What	Who	When
PNA paperwork: Dept. of Justice and tax filing	Chair (MMWW)	Annually (add to calendar)
Pay for website	NPNS	Annually
Post meeting agendas	Chair (MMWW)	Monthly
Hold community forums	Board	2 x year minimum <i>Will discuss calendar moving forward</i>
Attend monthly chair's meetings	Chair (MMWW)	Monthly (but don't need to attend all)
Attend Land Use meetings (NPLUG)	Land use chair (Allison)	Monthly (but don't need to attend all) - held 4th Thursday of month
Maintain website with agendas and meeting minutes	Chair (MMWW) Secretary (Shawn)	Monthly or more
Contribute to social media	Secretary (Shawn) Chair (MMWW) <i>Others can do this - we could hold a brief tutorial</i>	
Financial reporting, collecting communications funds	Treasurer (Karen)	Monthly, annually

Will Do - things we really want to prioritize in the coming year and are committing to making happen

What	Who	When
Keep social media vibrant and active	Shawn MMWW	
Dumpster Day - Fall	MMWW	(October)
Community Art Events	Karen	
Community bike ride highlighting assets	Active Transportation Committee (Angel)	June
Support to Diverse Businesses in the Community	Karen MMWW	
Graffiti/trash clean ups	Nicole MMWW	
Support and connect to Portsmouth Neighborhood Emergency Team	Mark MMWW	
Regular PSAC attendance and reporting back to the community	<i>we don't currently have anyone doing this although it is typically an area of concern for the community</i>	4th Wednesday of the month
Revise PNA bylaws	<i>MMWW - subject to Board's input and agreement</i>	
Communication and Outreach	Allison MMWW	
Engagement with New Columbia Farmer's Market	Akemi	

Land Use Chair (Allison) and others gave us an update on the New Meadows Conditional Use Review. We have decided we should schedule a Community Meeting Mid-july potentially July 19th to ensure we have enough time to respond to the outcome from the Hearings Officer.

Mary-Margaret will develop the agenda and get the information out to the board for comment.

Discussion and vote to meet the third Tuesday of the Month instead of the 4th. We voted to meet the third Tuesday of the Month. Next meeting will be July 19th and will be a community forum on land use so the community can vote on the Hearings Officer decision.

Discussion next time:

1. Approval of May Meeting Notes
2. Discussion on how to work/collaborate together
3. Socials with University Park

Amount	Explanation	Purpose	Point	Notes	Approved?	running total:
\$400	Community forum refreshments, \$100 x 4	Make community forums more hospitable and easier to attend for working people	MMWW	Look for opportunity to support local, MWESB (minority & women owned businesses) to support		\$3,885
\$500	Sponsorship of concert series at The Round	Support community-based arts, a board priority	Karen	approved by board at Sept. meeting	yes	
\$1,000	Summer Concert Series	Support community-based arts, a board priority	Zach	not yet approved but request anticipated		
\$300	New Mini Grant	Outreach to community		Discussed after Sept. meeting - not approved by board or discussed by everyone. MMWW's suggestion was set aside funds for some period of time while a subcommittee developed criteria, etc.		
\$500	swag (hats/shirts/pins, etc.)	community branding & outreach		amount based on budget approval from a couple years ago		
\$100	supplies for community cleanups	Support community-based cleanups, a board priority, and NA outreach	Nicole	check existing supplies - this may not be enough		
\$300	Support to PNET	support work on Emergency Teams, which not only better prepare us for catastrophic events, but also help connect us	MMWW			
\$140	Webhosting was on Erica's personal card	Reimburse Erica Timm for paying for webhosting	MMWW	Guestimate	yes	
\$120	webhosting	communication to community	MMWW	Guestimate. will be subtracted from communication funds for webhosting, \$10/month		
\$100	meeting supplies - giant post its, etc.	tools for running effective meetings	MMWW	MMWW already spent about half of this for flyers, etc. not done at NPNS		
\$25	copy funds	communications		can't remember specific amount	n/a	
\$100	Justice Department	keep us legal	MMWW			
\$200	support to National Night Out parties, Barricade rental approx \$50 x 4	Support to community-based public safety program, and NA outreach				
100	storage for supplies	boxes to put supplies in	MMWW			

Alina Bank



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AGENDA

Portsmouth Neighborhood Association Board Meeting

Tuesday, June 21, 2016 6:30-7:30 p.m.

NOTE LOCATION

Portland Abbey
7600 N. Hereford Ave.

Board Meeting Purpose:

This is the general monthly PNA board meeting to discuss topics/proposals that have surfaced during the last month and set the agenda for the coming meeting. It is the first meeting of the 2016-2017 PNA board.

Facilitator:

Mary-Margaret Wheeler-Weber, Chair

Time Keeper: tbd

Board Meeting Discussion Topics:

- | | |
|----------------|---|
| 6:30-6:40 p.m. | Welcome/Introductions/Approval of May Minutes – <i>Board vote</i> |
| 6:40-6:45 p.m. | Potential new board member/s - <i>Board vote</i> |
| 6:45-6:55 p.m. | Treasurer's Report – Karen Ward, Treasurer
Current balance, previous expenditures

Review of PNA budget for 2015/2016 - Mary-Margaret Wheeler-Weber, Chair |
| 6:55-7:40 p.m. | PNA board priorities, processes & roles for 2016/2017: How do we want to spend our time together? – <i>Board Discussion</i> <ul style="list-style-type: none">● Assign board officers: Chair, Co-Chair, Land Use Chair/s, Secretary, Treasurer● Process for setting agendas, meeting length, annual calendar, communications, etc.● Review <u>PNA bylaws</u> and <u>2015/2016 goals</u> in advance. |
| 7:40-7:50 p.m. | New Meadows land use case update - Land Use Chair |
| 7:50-8:00 p.m. | Emergency Issues for Consideration |

