

**Southeast Uplift Board Meeting Minutes
September 7, 2021 at 7:00 pm – 9:00 pm
Via Zoom Conference Call**



Mission Statement:

To collaborate with the SE Portland community to build informed, inclusive, and participatory neighborhoods that support our social and ecological well-being.

Board Members in Attendance:

Brentwood Darlington – Kimberly DiLeo
Brooklyn – Stuart Zeltzer
Buckman – Maren Boehmer
Creston-Kenilworth – Rachel Davies
Foster Powell – Lotus Romey-Yu (Secretary)
Hosford Abernathy – Bruce Bikle
Kerns – Dave Weaver
Laurelhurst – Janet McManus
Montavilla – Lindsey Johnson (Vice Chair)
Mt. Scott Arleta – Tiffany Johnson
Mt. Tabor – Jim Pierce
Richmond – Ann Sandvig
South Tabor – Tina Kimmey (Chair)
Sunnyside – Ash Hester
Woodstock – Anna Weichsel
82nd Avenue – Nancy Chapin
ISEA – Kat West
At Large – Jessie Maran

Meet the New Executive Director & Overview of Hiring Process

- Hired consultant agency to conduct search for a new ED.
- Per consultant advice, SEUL decided to create a new position and conduct a search for a Board Facilitator.
 - SEUL is waiting to hire a Board Facilitator until the new ED start.
 - Consultant started screening and may have 4 potential candidates for the ED to consider.
- ED position
 - 12 applications received. Narrowed down to 4 candidates. 2 rounds of interviews.

- Board feedback was unanimous to hire Nanci over the other finalist.
- Staff was split on which candidate to select.
- Nanci hasn't put in notice with her current employer, which is why SEUL held an executive session for Board members to meet Nanci as the new ED.
 - Board members must keep information confidential, including new ED's name, until receiving official notice from SEUL.
- SEUL provided a signing bonus.
 - Partly justified to compensate for not providing full family healthcare. SEUL pays for employee only.
 - Nanci's salary will be about \$80k, which is still on the low end for EDs in Portland.
- Nanci introduced herself to the Board.
- Relationship with ED and Board Facilitator
 - Will work together to manage the board and conduct strategic planning.
 - Nanci will be involved in SEUL work before her official start date. She will help with the hiring of the Board Facilitator.
 - Consultant did prescreening for the position. Nanci will help refine down, then SEUL Executive Committee will make that decision.

Committee Updates

- Houselessness Committee
- Land Use Committee
 - Did not meet in August
- DEIA Work Group
 - Hasn't met for about 3 or 4 months, as most members stepped off the committee.
 - Ean's letter - he provided this to be clear about what he personally experienced in SEUL with [the white supremacy culture] so there is no mistake regarding the reason for him leaving.

Budget: Year End to Actuals 2021/22, Update and Approve

- See attachment to Board agenda email.
- Developed budget FY 20-21, which was approved by the Board, closed June 2021.
 - At close of the year, net profit of \$476
 - Less revenue than projected from not renting as many spaces as projected, due to COVID.
 - Put more money to community for communication funds, which came from certain line items associated with lack of meetings in-person.
 - Spending on utilities and janitorial services less than anticipated.
 - Spent money toward a landscaping project to improve the landscape of the SEUL building.
 - More money spent than anticipated related to hiring consulting firm to hire an ED and overlap with ED and future interim Director.

- Didn't get a small grant from City of Portland, but paid with Civic Life budget
- Need to update the budget to add the Board Facilitator position
 - Board vote required because more than a 10 percent change in budget.
- Add _% and provided a one-time pay out = \$62k in small grant funding
- Currently understaffed.
 - Believe can reallocate about \$15k from salaries to pay for Board Facilitator.

Vote: Budget Amendment

- Nancy Chapin made motion to approve the budget amendment.
- Lindsey Johnson seconded.
- All in favor 15, unanimous vote by Board members.

SEUL Reserve Policy

- There wasn't a policy regarding how much reserve to maintain. Someone recommended a policy be developed. Policy attached to agenda email.
- Finance Committee decided to be conservative and recommend a 6-month reserve since most of SEUL money is from one source.
- SEUL owns 2 old buildings, felt \$200k was adequate and prudent to have as a reserve to cover building costs.
- Fiscal sponsorship and tenant use of building liabilities
- Finance Committee recommends reserving 100% of liabilities
- Desire to maintain cash flow.
 - \$100k is adequate because not writing checks for more than \$20k.
- Recommend opening a second bank account because only a portion of money is federally insured.
- How do we use and reinvest profits/money above the liabilities reserved?
 - Goal is to pass resources to the community, not to hold money.
- Major Investments
- Excess Reserves
- There is a threshold process for approving items outside of the approved budget.
 - If threshold is met, then the Finance Committee will bring it to the Board before taking action.

Vote: SEUL Reserve Policy

- Nancy Chapin motion to approve the Reserve Policy.
- Jim Pierce seconded.
- All in favor 15, unanimous vote by Board members.

Executive Director Report

Program Updates, Hiring Update, New Board Member Orientation

- Land Use and Transportation
 - Promoting land use and transportation – looking for participants to learn Oregon process. Targeting young and older folks.

- Land use and transportation meeting in September.
- Insurance
 - Can provide insurance to non-NAs ! Helps to be more equitable. Likely the same general liability coverage as NAs.
- Community small grants
 - Matchu is the program manager, supported by Paula; they work as a team.
 - SEUL received a small grant from the city.
- Status of SEUL's buildings
 - Plumbing issues
 - Office space available for rent at main building.
 - Jim Pierce asked if we should consider whether SEUL should even own properties.
- New Board Member Orientation materials forthcoming
- Ean's letter – acknowledge it.
 - Main reason for leaving is he was harmed by the Board and some houseless members. Encourages SEUL to work on DEI.

Vote: Approval of July Meeting Minutes

- Motion to approve by Dave Weaver.
- Nancy Chapin seconded.
- Abstained: Stuart, Maren, Rachel, Bruce, Tiffany, Ann, Jessie, Lotus.

Next Meeting: October 4th from 7 pm – 9pm