



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

BOARD MEETING MINUTES

February 7, 2022 at 7:00 pm – 9:00 pm

Via Zoom Conference Call

ATTENDANCE

Board Members present:

Brentwood-Darlington NA – Kimberly DiLeo
Brooklyn NA (BAC) – Stuart Zeltzer
Buckman NA (BCA) – Maren Boehmer
Creston-Kenilworth NA – Rachel Davies
Eastmoreland NA – Dianne Levinson
Kerns NA – Dave Weaver (Vice Chair)
Laurelhurst NA – Janet “Jan” McManus
Mt. Scott-Arleta NA – Daniel Portis-Cathers
Mt. Tabor NA – Jim Pierce
North Tabor NA – Kimberly Bandy
Reed NA – Anne Tillinghast
South Tabor NA – Tina Kimmey (Co-Chair)
Sunnyside NA – Ash Hester (Co-Chair)
Woodstock NA – Anna Weichsel (Treasurer)
82nd Ave of Roses BA – Nancy Chapin (Secretary)
Inner SE Action – Kat West
Portland Community College (PCC) – Amy Bader
At Large – Shazia Abdulla
At Large – Cat Davila
At Large – Jessie Maran
At Large – Lindy Walsh

Board Members absent:

Foster-Powell NA – Lotus Romey-Yu
Hosford-Abernathy Neighborhood District (HAND) – Bruce Bikle
Sellwood-Moreland Improvement League (SMILE) – Ayomide Nikzi
At Large – Kimberléa Ruffu

Staff present: Nanci Champlin (Executive Director), Lindsey Johnson (Administrative and Operations Specialist), Matchu Williams (Community Liaison Program Manager), Paola De La Cruz (Communications and Outreach Manager)

Guests: Sharon Wynde (Board Administrator), David Atkin (Center for Nonprofit Law), Heather Flint Chatto (Richmond NA), Chris Eykamp (HAND), Allen Field (Richmond NA), Doug Klotz, Paul Leistner, Jacob Loeb (Montavilla NA), Linda Nettekoven (HAND), Midge Pierce

BOARD DISCUSSION MEETING

7:01 The board discussion meeting was called to order.

Introductions + Announcements (Ash)

- SE Uplift's mission statement and community agreements pertaining to behavior during board meetings were shared.
- Introductions and announcements were posted by board members in the chat.

Welcome + Seating of New Board Members (Ash)

Incoming board members Lindy Walsh (at-large) and Kimberly Bandy (North Tabor NA) were welcomed, had an opportunity to say a few words, and then were seated as new SEUL board members. Welcome Lindy and Kimberly!

Executive Session

- Follow-up to Executive Committee's Executive Session on Personnel Matter (Executive Committee)
- Reviewed slate of grants recommended by the Grants Review Committee (Matchu)

Board Meeting Recording Policy (Ash, Nanci)

- See attached slide deck.
- People coming from other cultures may take issue with the culture of being public. They may have experienced oppression in monitoring one's life, may worry about calls or meetings being recorded, and may have been subjected to intrusive questioning (e.g. secret service requesting detailed personal information). These encounters can be traumatic and incite fear. We may have community members who lack legitimate immigrant status, for whom recording creates barriers to participation. Community-based organizations such as SE Uplift are important places for these members of our community to be able to engage and have their voices heard.
- SE Portland is very diverse. Our largest undocumented community is Ukranian. There has previously been the risk of deportation. We should be mindful of our diverse populations and encourage spaces where community members can be candid, apologize, and learn.
- Recording can increase access for folx who are unable to attend live meetings. Posting recordings can increase transparency and trust. We need to be consistent about our process.

- Research shows data that indicates very few people try to access recordings; they aren't used much and therefore have limited impact. Sharing content can be time consuming. The trade-offs are notable. Minute-taking should be focused on votes and decisions made, not providing transcripts of the meeting.
- Numerous studies demonstrate that the way meetings are conducted can chill participation. Recordings increase the intimidation factor and limit the feeling of a "safe space".
- Recordings present a liability risk; recordings can be used in litigation.
- Recording our meetings was previously presented as a temporary solution to inconsistencies in the minute-taking process. Recording was not intended to be a long-term solution.
- More people go off-camera when the meeting is being recorded.
- Some board members are not comfortable with on-camera recordings being publicly available.

Executive Director Report (Nanci)

- Sharon will be leading board networking moving forward and will be assisting in drafting board policies. Some final policy drafts will be available next month for board review and approval.
- David Atkin (Center for Nonprofit Law) has been hired by SE Uplift for by-laws review as well as providing training on board roles and responsibilities.
- SEUL is anticipating an opportunity to qualify for an HVAC replacement grant opportunity.
- The office is still open by appointment only.
- Follow-up on the advocacy letter from January: The Civic Life Bureau shared that it's not possible to get a budget increase. The best possible outcome is that the funding will remain the same.
- Nanci is seeking additional grant funds for the DEIA capacity building applicants. \$10,000 was covered; we are seeking an additional \$7,000.
- The "Hey Neighbor" flyer will go out every month to NAs. Same day as board meetings. This will include a link to submit NA meeting minutes, how to find your SEUL rep, information about insurance coverage for events, etc.

Committee Reports (Committee Chairs)

- Finance Committee - Anna Weichsel, Treasurer
 - Anna has sent a resignation letter. SE Uplift board has a potential new treasurer ready to step in immediately.
 - The Finance Committee is in the process of cleaning up the budget sheet for easy control. There has been a slight increase in repairs and maintenance (e.g. heating, plumbing) - we need to be proactive rather than reactive. We also need to establish how to provide merit raises and livable wages; staff retention should be prioritized.
 - Some of our funds will be sent to an additional bank (not limited to one financial institution – a preventative measure in case of collapse).

- Executive Committee - Ash Hester, Co-Chair
 - Minutes from the last meeting (1/18) are included in the board packet.
 - Next meeting: Feb 24 from 6-7pm (moved from 3rd Mon to Thu, in observance of the Presidents' Day federal holiday).
- Houselessness Action Committee (HAC) - Stuart Zeltzer
 - Last meeting was 1/24 with guest speaker Commissioner Sharon Meieran, who discussed her plan to update and reform the structure of A Home For Everyone (AHFE).
 - Meeting was well attended with a good discussion.
 - AFHE: <https://ahomeforeveryone.net/>
 - Commissioner Meieran's proposed changes: [here](#)
 - Joint Office of Homeless Services (JOHS) proposed changes: [here](#)
 - Next meeting: Feb 28 (4th Mon) from 5:30-6:30pm with [Rahab's Sisters](#).
- Board Development Committee - Tina Kimmey, Co-Chair
 - Tina is compiling documents in the SE Uplift SharePoint cloud storage.
 - Will meet sometime in the next month.
- Bylaws Committee – Kat West
 - Meetings are on hiatus.
- Land Use + Transportation Committee (LUTC) - Matchu Williams
 - Next meeting: Feb 22 from 7-9pm (moved from 3rd Mon to Tue, in observance of the Presidents' Day federal holiday).

Public Record Request for Board Meeting Recordings + Grievance (Ash, Tina)

- There may be a consent issue, since minutes were intended for internal use only.
- Internal use was first mentioned in Dec 2021. The June 2021 meeting was released for deliberation and therefore should be made public.
- Conversation has been brought forward about why it's deeply uncomfortable to be recorded.
- We are spending so much time on the minutia. We need to break the dysfunctional cycle. Do not give more airtime to these. Focus on positive things in the future.
- ONI standards make the recordings public record, but the understanding was that these recordings were for administrative purposes only. We need board acknowledgment. Releasing the minutes publicly would be changing the circumstances around what people were told when the meetings were being recorded.

9:04 The board discussion meeting adjourned.

BOARD BUSINESS MEETING

9:04 The board business meeting was called to order.

Approval of the Board Meeting Minutes: January

Motion (*)* To approve the January board meeting minutes.
Amended (*Janet M*) To approve the January board meeting minutes with corrections.
Seconded (*Amy B*)
Result: **The motion passed.**

Election to Nominate Treasurer Vacancy

Motion (*Tina*) To seat Lindy Walsh on the Board.
Seconded (*Nancy*)
Result: **The motion passed.**

Election to Fill Treasurer Vacancy

Motion (*Nancy*) To elect Lindy Walsh as Treasurer.
Seconded (*Shazia*)
Result: **The motion passed.**

Election to Document All Board Officers + Signers

Motion (*Nancy*) The motion was made by Nancy Chapin to authorize SEUL Co-chairs Tina Kimmey and Ash Hester and staff members Nanci Champlin, Executive Director, and Lindsey Johnson, Administrative and Operations Specialist as signers on all First Interstate Bank accounts and to remove any others listed as check signers and to authorize SEUL Co-chairs Tina Kimmey and Ash Hester and staff members Nanci Champlin, Executive Director, and Lindsey Johnson, Administrative and Operations Specialist as signers on the OnPoint Money Market account.
Seconded (*Shazia*)
Result: **The motion was seconded and passed.**

Approve Slate of Recommended Grants

Motion (*Nancy*) To approve the slate of recommended grants.
Seconded (*Anna*)
Result: **The motion passed.**

Approve Recommended Board Meeting Recording Policy

Motion (*Danial*) To approve the recommended board meeting recording policy.

Seconded (*Shazia*)

Result: The motion passed.

Approve Decisions Around Record Requests and Grievance

Motion (*Jes*) To approve decisions around record requests and grievances.

Seconded (*Kat*)

Result: The motion passed.

9:28 The meeting adjourned.

Next Board meeting: Monday, March 7, 2022, 7 pm – 9pm, via Zoom.

Minutes Approved (Date) March 7, 2022

Secretary Signature _____