



*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 6, 2023 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) – Christina Mei Ngook Westbrook  
Creston-Kenilworth NA – Rachel Davies  
Hosford-Abernathy Neighborhood District (HAND) – Bruce Bikle  
Kerns NA – Dave Weaver (Chair)  
Laurelhurst NA – Jan McManus  
Mt. Scott-Arleta NA – Daniel Portis-Cathers  
North Tabor NA – Kimberly Bandy (Secretary)  
Reed NA – Anne Tillinghast  
Sellwood-Moreland Improvement League (SMILE) – Mackenzie Torres  
Sellwood Community House – Ashley Asbjornsen (Joined during Executive Session)  
Sunnyside NA – Matt Lembo  
Woodstock NA – Anna Weichsel  
82nd Ave of Roses BA – Nancy Chapin  
Inner SE Action – Kat West (Vice Chair)  
At Large – Amy Bader  
At Large – Cat Davila  
At Large – Albert Kaufman  
At Large – Kimberléa Ruffu (joined during executive session)  
At Large – Tina Kimmey  
At Large – Doug Waugh (Treasurer)

#### **Board Members absent:**

Montavilla NA – Natalie Mallis (Inactive)

#### **Board Members sending regrets:**

Eastmoreland NA – Dianne Levinson

**Staff present:** Nanci Champlin (Executive Director), Phoebe Gildea (Operations Specialist), Lindsey Johnson (Fiscal Sponsorship and Communications Manager)

**Guests:** Sharon Wynde (Board Administrator); David Atkin (Center for Nonprofit Law); Marissa Cade, Pregame (Portland Engagement Project); Allen Field, Debby Hochhalter, Brian Hochhalter (Richmond NA); Chris Eykamp, Linda Nettekoven (HAND); Gretchen Hollands (Kerns NA); Lisa Kislingbury Anderson (Foster-Powell NA); Doug Klotz; Robin Denburg.

## BOARD DISCUSSION MEETING

**7:00 The board discussion meeting was called to order.**

### Call Meeting to Order (Dave)

- 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.
- Recording policy was announced. Allen Field indicated that he was recording the meeting.

### 7:05 Presentation by Pregame: Portland Engagement Project Overview

*Presenter: Marissa Cade (PREGAME, Coordinator)*

Purpose of Portland Engagement Project (PEP) is to better engage individuals who are collectively under-heard. PREGAME is currently gathering feedback from organizations and individuals in Portland and create a framework for more equitable community-engagement model for the City of Portland.

Discussion:

- Community Alliance of Tenant (CAT) is intended to represent renters
- PREGAME begins “listening” phase on February 24<sup>th</sup> and is only contracted to “listen” this year
- SEUL Board suggestions for ways PREGAME can best engage with a diverse spread of Portlanders:
  - Email surveys
  - Events (I.e. WLF, professional sporting events) offer opportunities for QR codes
  - Newsletters that take paid advertisements: NA’s and the Examiner, Oregonian, Willamette Weekly
  - Provide surveys directly to organizations that serve marginalized citizens
    - Identify those demographics that is underrepresented and those organizations that represent them
  - Next door advertising reaches various groups
  - Colleges, Universities and Grade Schools
  - Community Centers
  - Civic Institutions: Rotary, Civic Clubs, Lions Club
  - QR code at local grocery stores
  - Chambers of commerce
  - Places of worship
  - Direct mailer to all residents

- Is there a plan for houseless community engagement?
- PREGAME office will be connecting with SEUL for developing the RSVP for their next event on March 6
- [www.pdxengagementproject.org](http://www.pdxengagementproject.org)
  - o survey goes live mid-February
  - o Portal to invite PREGAME to join a group for direct engagement
- Project email: [pdx@pregamehq.com](mailto:pdx@pregamehq.com)

**7:40 Executive Session – Consultation with legal counsel regarding grievance appeal (Dave Weaver / David Atkin, Center for Nonprofit Law)**

The board went into Executive Session to discuss the grievance appeal with legal counsel.

**8:10 Return to Open Session**

**Motion** (*Dave Weaver*)                      To remove Allen Field from the board.  
**Amended** (*)*  
**Seconded** (*Albert Kaufman*)  
**In favor**                                              20  
**Opposed**                                              3  
**Abstentions**                                        0  
**Absent**                                                1  
**Total**                                                 24  
**Result:**                                              **The motion passed. See attached record of vote.**

**8:22 Executive Director Updates (Nanci)**

- Building Updates: it will be more cost effective to install heat pumps in lieu of fixing and continuing to maintain the old boiler, which a quote has been received for (\$25,000). Asbestos glue under carpet needs to come out and preference is to replace it with waterproof flooring. A small section of drywall will also be replaced. <https://electrifynow.net/> was recommended as a potential source for financial support.

**8:30 Presentation of Final Draft Community Agreements (Nanci)**

Nanci thakns all who weighed in with thoughtful input on the final draft update to our Community Agreements. They were presented and will be adopted during business meeting.

**8:31 Presentation of Final Draft Committee Charters (Intro: Kat West, Vice Chair; Charter Overview: Sharon Wynde, Board Administrator)**

- Board Development Committee (Standing Board Committee; Kat West, Chair)
- Finance Committee (Standing Board Committee; Doug Waugh, Chair)
- Climate Justice Action Committee (Standing community committee)
- Civic Engagement Committee (Community Committee)
- Inclusion, Diversity, Equity + Accessibility Committee (Standing Board Committee)

### **8:43 Committee Reports**

- Executive Committee – Dave Weaver, Chair
  - Minutes included in the board packet
  - Next meeting: February 21<sup>st</sup> (3<sup>rd</sup> Tues at 5:30pm)
- Finance Committee – Doug Waugh, Treasurer
  - Updates: generally, the budget looks very healthy; although it looks as though we're over 8k over our quarterly spending allowance but Nanci confirmed that SEUL issues an invoice to the city quarterly for payment of our base funding.
  - Next meeting: February 23<sup>rd</sup> (4<sup>th</sup> Thu at 5:30pm)
- Board Development Committee – Kat West, Chair
  - Updates: Two efforts (1) promotion of SEUL, (2) Board Development Training schedule and library of training materials. Looking for new members to join, all can reach out to Kat West with interest.
  - Next meeting: February 9<sup>th</sup> (2<sup>nd</sup> Thursday at 5:30pm)
- Houselessness Action Committee (HAC) – Stuart Zeltzer
  - Updates: Last meeting was spent reviewing and discussing the charter
  - Next meeting: Feb 27<sup>th</sup> (4<sup>th</sup> Mon at 5:30pm).
- Land Use + Transportation Committee (LUTC) – Matchu Williams
  - Updates: Working on its charter updates, which will be submitted to the Board for sign off.
  - Next meeting: Feb 20<sup>th</sup> (Moved to 3<sup>rd</sup> Tues at 7pm due to Monday holiday).

**8:58 The board discussion meeting adjourned.**

## BOARD BUSINESS MEETING

**8:58** The board business meeting was called to order. (Dave)

### Approval of the Board Meeting Minutes: December 5<sup>th</sup>

**Motion** (*Dave Weaver*) To approve the December board meeting minutes.

**Amended** ()

**Seconded** *Kimberly DeLeo*

**In favor** 19

**Opposed** 0

**Abstentions** 0

**Result:** The motion passed.

### Adopt updated community agreements:

**Motion** (*Dave Weaver*) To adopt updated community agreements as presented.

**Amended** ()

**Seconded** (*Anna Weichsel*)

**In favor** 19

**Opposed** 0

**Abstentions** 0

**Result:** The motion passed.

### Adopt all presented committee charters:

**Motion** (*Albert Kaufman*) To adopt the charters as presented for the following committees: Board Development, Finance, Climate Justice Action, Civic Engagement, and Inclusion, Diversity, Equity + Accessibility (IDEA)

**Amended** ()

**Seconded** (*Kat West*)

**In favor** 18

**Opposed** 1

**Abstentions** 0

**Result:** The motion passed.

**9:14** The meeting adjourned.

**Next Board meeting: Monday, March 6<sup>th</sup>, 2023, 7 pm – 9pm, via Zoom.**

**Minutes Approved (Date)** March 6, 2023

**Secretary Signature**

DocuSigned by:  
  
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