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MINUTES - SECIA Board & Community Meeting – Agenda: Wednesday, November 9th, 2022,

6:30–8:30pm

HYBRID meeting format; in person at SECIA office inside NE College Prep, 301 Industrial Ave NE, or [via](#)

[Zoom meeting link: https://us06web.zoom.us/meeting/register/tJckdeqhqj8rH9Ck_DBpWU0KmYePuw6XW4ji](https://us06web.zoom.us/meeting/register/tJckdeqhqj8rH9Ck_DBpWU0KmYePuw6XW4ji)

(Agenda finalized by the Exec Committee 11/2/22)

Board Members: Present - Absent - Excused –

Other Participants:

Agenda:

1. Introductions; Review [SECIA Meeting Norms & Agreements](#) (5 min)
2. NCR visit & Board representation survey (15 min.)
3. Board business (up to 75 min)
 - a. Critical board discussions (up to 65 min)
 - b. New board business (up to 5 min)
 - c. Routine board business (up to 5 min)
4. Guest presentations & community updates (up to 10 min)
 - a. Elected officials & community representatives
5. Priority committee reports & project highlights (details in written reports) (up to 5 min)
6. Staff reports & updates (up to 5 min)
7. Announcements (up to 5 min)
8. New Business (up to 5 min)
9. Adjourn

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MINUTES - Southeast Community Improvement Association Board and Community Meeting

Detailed Meeting Outline:

Board members in attendance:

Current board members in attendance: Ben, Steve, Larry, Jim, Greg, DeWayne, Eric, Scott, and Phil; current board members absent: Grace, Mark, Drew, and Luke. New board members in attendance: Ryan, Dan, Jasmine, George, and Kelly; new board members absent: Mulki and Kalthum. Executive director Jessica was also in attendance, as was intern Julian, and guests Lila, Karl, Tate Nguyen (NCR) , and Sam Owens, community member.

Meeting Called to order at: 6:30pm

1. Introductions; Review [SECIA Meeting Norms & Agreements](#) (5 min)
2. NCR visit & city-wide [Neighborhood Organization Board representation survey](#) (15 min)

MINUTES: Tate, a representative of NPR, asked board members to complete personal surveys, which are used to determine the demographics of the officials of neighborhood organizations every two years. The information is used by the City to determine how successful the organizations are in integrating persons of various racial, sexual, age and homeownership status in their associations.

3. Board business (up to 75 min)
 - a. Critical board discussions (up to 65 min)
 - i. Welcome and introductions of new SECIA Board members! (Ben) (5 min)
 1. Newly elected SECIA Board members (following close of 2-week voting for SECIA 2022 Board election on 10/23/22): Kalthum Ali, Dan Beard, Jasmine Curtis, Mulki Hussein, Ryan Lecy, George Masson, and Kelly Rogers
 - a. Reelected: Larry Crawford
 2. Reminder: ALL new and returning board members are required to annual review, sign and return [SECIA Conflict of Interest Form](#)
 - ii. Round Table Discussion: **What do you want to see from SECIA in 2023 and beyond? What are your expectations for the organization? (45 mins)**
 1. 2022 Highlights of board actions (Ben) (5 min)
 2. 1-2 mins/board member (current and past)

MINUTES: Ben asked the current and new board members and others in attendance to comment on the neighborhood matters in which they have the most interest and, indirectly, the issues that they believe the association should pursue in the coming year. A variety of subjects were offered, including affordable housing, preservation of the neighborhood's green canopy of trees, traffic safety, livability (pothole repair, street lights, etc.), increasing diversity in community activities and continuing to expand and integrate the work of equitable engagement in all SECIA's programs, activities and through its structural/governance development; personal safety, integration of the persons attending the mosque and students in the community, possible open gym for children at Van Cleve, timely clearing of storm sewers, an enhanced climate for local businesses, measures to address climate change, food security, gardening, particularly neighborhood gardens, improved promotion and

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participation in local activities, like the semi-annual Neighborhood Cleanup, and an attention to national issues: “think globally, act locally.”

iii. Elect 2023 Officers / Executive Committee (Ben/Jessica) (up to 10 min)

MINUTES: After describing the general responsibilities of the executive officers of the organization, Ben invited nominations for each position. After discussion, a slate of DeWayne, president; Kelly, vice president; Ben, treasurer; Jasmine, secretary; and Mulki and Dan as at-large members was proposed and adopted by the board by unanimous vote.

1. President: Dewayne Townsend
 2. VP: Kelly Rogers
 3. Treasurer: Ben Brummel
 4. Secretary: Jasmine Curtis
 5. At Large: Mulki Hussein
 6. At Large: Dan Beard
- iv. Discuss: ideas, timeline for scheduling 2023 board training & planning (up to 5 min.) - may include:
1. NCR Neighborhood Liaison: board basics; city policy updates
 2. Follow up - CURA Equitable Engagement / Neighborhood Leadership training
 3. Board social & strategic planning

MINUTES:

- v. Staffing updates: (up to 10 min.)
1. Form hiring committee for Executive Director search (5 min.)
 - a. [Executive Director position posting](#)

MINUTES: Ben reported that he will shortly endeavor to recruit an Executive Director to replace Jessica, and called for volunteers to participate in a hiring committee for the new Executive Director:

- b. [George, Kelly, Jim, Jasmine](#)
2. Working to hire new independent contractor Bookkeeper, following Claire King’s resignation in October

MINUTES: In addition, Ben reported that Jessica is interviewing possible candidates to serve as bookkeeper of the organization.

3. Carley Mossbrook, Garden Intern, submitted her resignation in late September; wrapping up her work the first week of November
- b. New board business (up to 5 min)
- i. **Review/Affirm pending remote vote:** [2023-24 Citywide Neighborhood Network Fund and Equitable Engagement Fund application](#); [Updated SECIA Equitable Engagement Plan Narrative: 2023-24](#); and [Certification of SECIA Board approval](#), approved by a quorum of the Board 10/28/22 (Jessica/Ben) (3 min)

MINUTES: Ben advised that our bylaws require that any board action taken between regularly scheduled board meeting be reported and affirmed by the board at the next following meeting. For that purpose, he reported that a majority of the board had drafted and approved the submission of the association’s annual report

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and fund application to the city on October 31, the date it was required to be submitted, copies of which were attached to the minutes. The action by the directors on that date was approved.

- ii. Review: Special Election at Dec. 13th board meeting by Board vote to fill new 2-year Board vacancy created by resignation of Tom Weist, per [SECIA Bylaws](#), Sec. V(J) (Jessica) (1 min)

MINUTES: Ben reported that due to Tom's resignation, the board has a vacancy which could be filled at a future board meeting.

- iii. Review & discuss: *draft letters to Ward 1 & 2 council members (perhaps in collaboration with other Ward 1,2 neighborhood organizations) to advocate for increased neighborhood funding* in Mayor Frey's proposed budget (vote online)

MINUTES: Ben reported that he or persons appointed by him will draft letters to our city council persons encouraging increased funding for neighborhood associations in the coming City budget.

- iv. **Review & vote:** [draft letter to Ward 2 CM Wonsley's office re: safety/infrastructure items](#) as identified by PPL/Riverton residents and management at 9/27/22 meeting, as follow up to summer safety forums (move to online or vote if time allows)

MINUTES: *This item was tabled until the next Board meeting.*

- v. **Quick review:** Como Congregational Church update; sending [SECIA letter, Board approved in April 2022](#) (Larry) (2 minutes)

MINUTES: Ben will appoint persons to facilitate the presentation of a letter of recognition and appreciation to the developer of the renovation of the Como Congregational Church, the historical importance of which the Association has a continuing interest.

- vi. **Quick review:** [11/3/22 Notice Letter received from Insight Brewery re: temporary expansion of license for 11/19/22 anniversary celebration event](#) (1 min.)
- vii. **Quick preview / table until next:** [Draft evaluation guidelines for preservation of SECIA storage materials](#) (Per Luke; table for remote review / December 13th meeting)

MINUTES: *This item was tabled until the next Board meeting.*

- c. Routine board business (up to 5 min)
 - i. **Review and approve:** [September 13, 2022 board meeting minutes](#) and [special September 29, 2022 board meeting minutes](#) (Steve) (1 min).

MINUTES: At Ben's request, the board approved the minutes of the two previous board meetings, one the regular meeting and one a special meeting, copies of which were attached to the minutes.

- ii. Financial reports & items:
 1. [Sept. / Q3 2022 YTD Financial Report](#) (3 min) (Luke/Jessica)

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- a. * **Bookkeeper notes:**
2. Intent to draw \$25k from NRP plan
 - a. Vote during December board meeting, following required 21-day plan modification notice
3. Review [September](#) and [Q3 2022](#) CEE Housing Loan Reports; (Luke / Jessica) (2 min)
 - a. 10/31/22 note from Jim Hasnik: a new home improvement loan in process: approved for \$7,911.94; closing soon
4. Review Q3 2022 staff report (Jim) (1 min)
5. Review & discuss: Current grant activity (Jessica) (1 min)
 - a. Three 2022 Good Neighbor Fund Grants (2022-01: Art Fair in the Park; 2022-02: Art in the Gardens; 2022-06: Enabling Hybrid Meetings) finally approved and fully funded, 9/29/22; and grant agreements signed and returned in October
6. Review budget work for draft 2023-24 budget (Jessica) (5 min.)

MINUTES: Jessica presented a brief summary of the various financial accounts of the association, which was attached to the minutes, but stated that the summary will be supplemented with a comprehensive report in the next few days; she also stated that to meet future expenses it will be necessary to draw \$25,000 from the association's historical Neighborhood Revitalization Program (NRP) city funds, which will be accomplished by board action at the December meeting, following the required 21-day notice for this intended plan modification

Jim's Q3 staffing report addendum: The third quarter began with 5 interns and an executive director and ended with 3 interns and the executive director. Q-3 payroll was \$16K. This was \$1,000 more than Q-2, but in line with the increase in time required for the Como Cookout. This compares to the Q-3 2021 payroll of \$16,800. SECIA currently employs 2 interns and is searching for a new executive director.

4. Guest presentations & community updates (up to 10 min) (*up to 2 minutes each for routine updates/Q&A, depending on number present*) - invited guests include:
 - a. Elected officials
 - i. SD60 Senator Kari Dziedzic, 60A Representative Sydney Jordan, 60B Representative Mohamud Noor (if available)
 - ii. City Council Members – Elliott Payne, Ward 1; Robin Wonsley Worlobah, Ward 2 (if available)
 - iii. Park Commissioner – Billy Menz (if available)
 - b. Community representatives:
 - i. MPD Second Precinct Representative and/or UMPD Community Engagement Team (CET) Representative (if available)
 - ii. Van Cleve Park – Mike Fox (if available)
5. Priority committee reports & project updates (up to 5 min)

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- a. Priority committee reports & project updates (*Up to two (2) minutes per update, focusing on actionable next steps (more detail may be found in committee meeting notes / written reports in board packet)*)
 - i. SECIA Governance Work Group
 - ii. Community Gardens (Lila, Kathy; garden interns, if present)
 1. [2022 Pollinator Gardens Report](#)
 - iii. Environment Committee (Kathy K. / Peggy B.)
 1. [October 25, 2022 Environment Committee meeting notes](#)
 - iv. Land Use & Development (DeWayne T. / Pat E.)
 1. [October 26, 2022 Land Use Committee meeting notes](#)
 - v. Reimagining SECIA & Equity Work Group (Jessica, Work Group members)
 - vi. Tuttle Ad Hoc Committee (Kathy K., Katie F.)
 - vii. University District Alliance (UDA) (Jessica, Katie F.)
 - viii. Project updates
 1. Currently active 2021 GNF grant project updates: Como Cares Initiative; Como Sustainable Living Fair; Works Museum; Organics Recycling
 2. Other neighborhood projects updates: (Como Kids, others)
6. Staff reports & updates (up to 5 min)
 - a. [August-October 2022 Staff reports](#) (monthly summaries of staff work progress)
7. Announcements (up to 5 min)
 - a. Meeting/Event Reports: (*Very brief highlights; details in written reports*)
 - i. Review & Discuss: 2022 Annual Meeting/Elections & Como Cookout
 - ii. September 14th: "Connecting Como - Building a Resilient Community - Free Produce Distribution & Van Cleve Park Talk with culturally-specific mental health resource tabling, with East Side Neighborhood Services, Haven International
 - b. Upcoming Meetings/Events: (*routine meetings shared via "chat," special events briefly reviewed*)
 - i. **SECIA Community Project Night**, Tues. Nov. 15th, 6:30pm, hybrid location: Van Cleve and [via Zoom](#); topic(s) TBD: SECIA Fundraising event? Town Hall events? Others?
 - ii. **SECIA Environment Committee**, Tues., Nov. 22nd, 6:00-7:30pm, via [Zoom](#)
 - iii. **Land Use & Development Committee**, Wednesday, Nov. 23rd, 7:00-8:30pm, [Zoom meeting registration](#)
8. New Business (up to 5 min)

MINUTES: Larry commented on a recent announcement by the University of Minnesota that it will review the names of campus buildings on the 75th anniversary of their initial naming. The Sanford residence hall is coming up to its 75th anniversary and in view of Ms Sanford's social activity in Southeast Como, her involvement in its various institutions, certain residents have prepared a letter to the University urging that the Sanford name be retained. After discussion, the board voted to include the association as a signatory to the letter.

9. Adjourn: Meeting was adjourned at 8:30pm.

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SECIA Minutes: Wednesday, Nov. 9th, 2022:

Note taker: Steve Peterson; Exec reviewed Dec 7, 2022 ; Board approved: Jan. 10, 2023