



# STEVENS SQUARE COMMUNITY ORGANIZATION

Serving the Stevens Square-Loring Heights Neighborhood

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1900 Nicollet Avenue South, Suite 216 ♦ Minneapolis, MN 55403 ♦ 612.874.2840  
www.stevenssquare.org

## Meeting of the Board of Directors

Agenda for Tuesday, January 8, 2024 at 6 PM  
Virtual Only

Join [meeting via Zoom](#)

Meeting ID: 865 7062 5115

One tap mobile: +19292056099,,86570625115#

Dial-in: +1 312 626 6799

## The Board of Directors

*[Vacant Position] Chair*

Christine Koch *Vice Chair*

*[Vacant Position] Treasurer*

*[Vacant Position] Secretary*

## Members at Large

Kevin Washington Tay Sullivan

Amina Harper Ann Hite

Scott Dickman Glenn Everrette

Jodi Podulke



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*The purpose of this meeting is to conduct the business of the SSCO Board, which makes its decisions based upon the work of the committees, and to have committee chairs make their reports to the Board. Only Board members can vote on motions and when appropriate, motions can be opened to the floor for discussion. Discussions will follow parliamentary procedure.*

*Any person who wishes to be on the agenda for a Board meeting should contact the Board Chair in writing at [board@stevenssquare.org](mailto:board@stevenssquare.org) ten (10) days in advance of the next scheduled Board Meeting. The Executive Committee reviews all requests and prepares the agenda.*

*SSCO recognizes that name and gender identity are central to most individuals' sense of self and well-being, and that it is important for SSCO to establish mechanisms to acknowledge and support individuals' self-identification. One way we can support identity is by honoring the name and pronouns that each of us go by.*

*Many people might go by a name in daily life that is different from their legal name. In our gatherings, we seek to refer to people by the names that they go by.*

*Pronouns can be a way to affirm someone's gender identity, but they can also be unrelated to a person's identity. They are simply a public way in which people are referred to in place of their name (e.g. "he" or "she" or "they" or "ze" or something else). At all SSCO Board and committee meetings, you are invited (if you want to) to share what pronouns you go by, and we seek to refer to people using the pronouns that they share. The pronouns someone indicates are not necessarily indicative of their gender identity.*

**City of Minneapolis Land Acknowledgement:** *As we meet here today, we are reminded that Minneapolis is situated on the homelands of the Dakota people. An area that is steeped in rich Indigenous history, and today is home to Indigenous people from more than 30 different nations. As a City, we have a responsibility to care for the land on which we live and work and all of its natural surroundings. This stewardship is an integral part of our involvement in SSCO, and we honor it as we begin our meeting.*



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## 6:00pm: Intros

Tay (they/them, board member), José (they/the, volunteering), Glenn (he/they, board member), Ken Strobel (resident, former board, safety team, he/him), Elizabeth Schaffer (MPRB, she/her), Karen Ives (she/her, volunteer), Maureen Wells (she/her, volunteer), Ann Hite (she/her, board), Courtland Smith, Pamela Smith, Natasha Villanueva (they/she, La Salle Gardener, former board), Robert Thompson (he/him, Bookkeeper), Emily Mara (she/her, volunteer), Christine (she/her, vice chair)

## Minutes & Agenda

- Approve minutes from the December board meeting. [Find them here.](#) Tay motions, Christine seconded. Unanimously approved.
- Approve today's agenda. Tay motioned to approve. Christine seconded. Unanimously approved.

## Speakers

- Overlook Garden Update with Elizabeth Schaffer Minneapolis Parks & Rec Board District 4 Commissioner (**Phone:** 612-230-6443, Extension 4, **Email:** [eshaffer@minneapolisparks.org](mailto:eshaffer@minneapolisparks.org))
  - Land Transfer is a several year process, but a limited use permit with MnDOT can be essentially a permanent lease. Schaffer's resolution will become public Friday afternoon and added to the Jan. 17 MPRB Planning Committee agenda. Shaffer is not a member of this committee, but the committee takes input and public comment. The Planning Committee would pass the resolution and send it to a vote by the full MPRB on Feb. 7. it's not a guarantee that the permit would happen, but it directs staff—who are hopeful—to pursue it. This will also not take pursuing full ownership later off the table. Part of the resolution includes the naming and MPRB would be able to put up signage. The length of lease would be worked out. No additional cost of the permit. Unsure about the cost of sign or other potential additions.
  - The water fountain in Stevens Square Park will be finished in the spring and used \$50K from allocation fees. There are still more funds that can be used for other park additions. Follow up with Colleen closer to spring about what could be added right away this season.
  - Motion to approve letter of support from SSCO to support the Overlook Garden permanent lease between MDOT and MPRB. Written by Josie Shardlow, a former volunteer coordinator for SSCO. Tay motions, Ann seconds. Approved unanimously.

## Board Treasurer



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- Motion to approve Karen Ives as SSCO interim treasurer from Christine. **Tay motioned, Christine seconds. Approved unanimously.**

Robert Thompson, SSCO Bookkeeper, talking about NRP Policy Board Election

- **Motion to vote Karen Ives as the election delegate at the Community Connections Conference and José as alternate. Tay motions. Ann seconds. Approved unanimously.**
- **Neighborhoods generated a lot of money from the city's investment, including SSCO. Those funds are currently owned by the neighborhood organization. An NRP Policy Board was supposed to look over that funding and it's currently being recreated in a way. The city has threatened over the decades to take those funds away from the organizations and reallocate. The city council can't do that but the NRP Policy Board can. There is stress that the city is putting forth candidates friendly to them and not interested in keeping funding with neighborhood organizations.**
- **Election of neighborhood reps coming up in February at the Community Connections Conference. Looking for potential candidates for the board and also a delegate for voting. We need to work in our district specifically.**
- **Action items: reach out to district neighborhood organizations to compare notes on candidates.**

## Donations from Robert Skaft Memorial

- These are restricted funds: Cash and check donations from the memorial event at The Center for Performing Arts on Dec. 28, 2023 was \$1,403 (deposited 1/4/24). Funds through our website using the Zeffy platform: \$595 (deposited 1/2/24, \$1,760 (deposited 1/8/24) and \$55 is expected to be the next payout around 1/14/24. Zeffy total is \$2,410.
- "Thank You" card writing and signing at SSCO office in Plymouth this Thursday from 1 to 3 p.m. hosted by José.

## La Salle Garden Update

- Working with Katie Cashman (new city council member for Ward 7) to try and make the LaSalle Garden permanent - Update from José

## NCR Compliance

- A board officer needs to sign the Second Amendment to the Citywide
- Jose will connect on the contact sheet (does not have to be voted on)
- Neighborhood Network Fund Equitable Engagement Fund NRP Funding Agreement [found here](#) on page 2 and 3. The only current "officer" is Christine. **Karen is now an eligible "officer."**
- Motion to approve the Revised Exhibit B2 for the Equitable Engagement Fund-Budget: this includes an additional \$5,000 in funding the city has added to neighborhood funding. Found [here](#) on page 4. **Karen motions to approve, Tay seconds. Approved unanimously**



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- A 2024 Neighborhood Group Contact Information form needs to be completed as well as a list of board directors needs to be sent to NCR. Found [here](#) on page 5.

## Board Elections & Events & Engagement Committee Update

- Annual meeting to-dos: keep the agenda short and sweet, find an MC, create+distribute flyer and solicit people to run for the board.
- Announcement and figuring out the seats. Consult the by-laws.
- Maureen will reach out to Plymouth Church's Racial Justice Committee
- José will continue website updates for the elections.
- Molly suggested starting with 2 year longer terms to stagger.
- Karen suggested 2 officers for 2-year terms and 2 for 1-year terms
- Ann is interested in running again.

## Hiring

- Motion to form a Hiring Committee for the Executive Director and possibly a seasonal greening coordinator from Tay. Ann seconds. Approved unanimously.
  - Cheri (MPRB) may have ideas for us on a greening coordinator.
  - Scott Artley (former ED) may be open to being on the hiring committee.
- Schedule time to do in-person work - open to board and community members who would like to be involved in the hiring process
- Possible options:
  - Thursday 01/18, 01/25, or 02/01, 1:00pm-3:00pm
  - Saturday 01/20, 01/27, or 02/3, 9:00am-11:00am
  - Selected: 1/18 at 1-3pm and 1/20 9-11am to start
- What to expect:
  - Define/decide position(s) we are looking to hire for
    - Roles/responsibilities
    - How they fit into our current structure
    - Compensation and benefits (consider our budget and current comparable positions)
  - Form official hiring committee and expected process/timeline
  - Sort through documents we already have (old job descriptions, onboarding materials, etc.) and ensure preparedness for onboarding process
  - Develop the role/position description
  - Begin hiring process

**Wrap up and vote to adjourn. Tay motioned and Ann seconded. Passes unanimously.**



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## UPCOMING EVENTS AND MEETINGS

Visit [stevenssquare.org](http://stevenssquare.org) to view the time and location of each event

[Free Writers](#) Thursday, November 23, 2023  
Usually every other Thursday

[Events and Engagement Committee](#) Monday, November 20, 2023 6-7pm  
Usually Third Monday of every month

Gardening at the Overlook Over for the season!

[Board of Directors](#) Tuesday, December 5, 2023 6-7:30pm  
First Tuesday of every month

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### Stevens Square Community Organization Mission Statement

*SSCO provides a respectful forum for community involvement and leadership that builds on neighborhood strengths to promote and improve Stevens Square-Loring Heights as a fun place to live, work, and play. SSCO works to strengthen Stevens Square-Loring Heights by initiating, integrating, and implementing key priorities:*

- *Economic development (housing and commercial development)*
- *Community safety*
- *Clean green environment*
- *Building community through the arts*
- *Community involvement*