

## December 7, 2021 LPNA Board Meeting Minutes

- Board Members in Attendance: Becky, Alicia, Pat, Jacquelyn, Robert, Alex, Patti, James (did not vote)
- Staff: Mike
- [Approve November Minutes](#)
  - Alex motions, Jacquelyn seconds, unanimous approval
- CEE 2022 Contract
  - Has provided housing programs for Logan Park for many years
  - Contract renewal is \$2500
  - Pat, Alicia, Ben, Jacquelyn, Mike had small group meeting about future of program - still deciding on changes for next year
  - Want to align with priority plan - potentially focusing on solar
  - Should earmark money to market and promote the loans
  - Pat motions to renew CEE contract for 2022, Alicia seconds, unanimous approval
- [Neighborhood Organization Recognition Requirements](#) - Becky
  - [Neighborhoods 2020 Draft Policies and Procedures for LPNA](#)
  - Neighborhood Network application approved - need to submit outstanding policies and procedures and vote to approve
  - Plan to create Google Doc Operations Manual in 2022
  - Mike has used Charities Review Council and MN Council of Non Profits to help with updating Beltrami policies
    - Discussed approving these basic required policies now due to deadline and explore process to review and customize in 2022
  - Pat found out we can use a free City contracted CPA to help with tax forms and AG report
  - Robert motions to postpone to a email vote until Dec 14, Alex seconds, unanimous approval
- [LPNA Equity Engagement Plan](#) - Alicia
  - Agree with no need for additional staff in early 2022
  - Early 2022 Timeline - Outreach to the Community
    - December - create LPNA Equity Engagement webpage, draft script for outreach, draft internal timeline for 2022.
    - January - reach out to apartment managers and churches to begin discussion about door knocking and/or suggestion boxes, design poster.
    - February - install survey boxes and hang posters in relevant locations, research student volunteers to help with activities
    - March/April - coordinate volunteers, continue to collect and analyze feedback.
  - Will keep the LPNA print newsletter as is for the first 6 months in 2022, but switching to postcards/yard signs with a QR code in the second half of 2022.

- Postcard could be mailed instead of hand delivered, meaning we could access the apartment buildings
  - Will need more volunteers in 2022 to help implement
  - Pat motions to approve these immediate plans for 2022, Alex seconds, unanimous approval
- Lights of Logan - Join us for hot beverages and cookies in the park Sunday, December 19, 2021 from 2 PM to 4 PM at the pavilion. Neighbors are encouraged to display luminaries, but there will also be supplies available on site for you to make your own!
  - \$76 for 4 dozen Cookie Cart cookies individually wrapped
  - 50 battery tealights \$20.99, Paula donating glass yogurt cups
  - Coffee/hot water/stir sticks from Diamonds
  - Hot chocolate, tea, cups from Costco
  - Poster for pavilion ideas, pass out calendars
  - Music - Robert
  - Bathrooms open in rec center 1-5pm
  - Aaron Hoffman making snow people for photos
  - Hang wooden sign? Lights for pavilion?
    - Lights for pavilion not necessary this year due to no electrical outlet
  - Facebook event - <https://fb.me/e/1hb1KIOIE>
    - Will get prize breakdown from Paula to promote
  - Pat motions to approve expenses for event up to \$300, Jacquelyn seconds, unanimous approval
- January General Meeting Agenda Review + Facilitator volunteer needed
  - Will discuss more at January board meeting
- FYI - Annual Report due 2/15/22
  - Questionnaire - will likely be completed by Reanne
  - Write up on 2 projects/events - Pavilion (Pat) and Shelter Initiative (Ben)
  - Jacquelyn will complete financial section
- **Schedule January Board Meeting** - Jan 11 at 7pm
- Announcements
  - Holiday Trivia at Able Brewery on Dec 16 at 6pm

#### Upcoming Meetings & Events:

- Lights of Logan Lighting Contest, December 19, 2021
- January General Meeting, Wednesday January 19, 2021 7pm
- Comments and questions : [admin@loganparkneighborhood.org](mailto:admin@loganparkneighborhood.org)

