



Payne-Phalen

COMMUNITY COUNCIL

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Minutes of the Abbreviated Board Meeting

Tuesday, April 28th, 2020 6:30 p.m.

Online via Zoom Meeting

Board Directors: Athena Hollins, Eric Saathoff, Rebecca Nelson, Patricia Enstad, Stuart Knappmiller, Bill Zajicek, Britt Kringle, Krishna Natarajan, Janey Atchison, John Thompson, Lynette Harris, Seanne Thomas

Staff: Jack Byers, Executive Director, and Robin Horkey, Administrative Assistant

Welcome: Introductions and Review of the Agenda

Updates from the Executive Committee: Actions taken in April meeting.

1. **The PPCC Annual Meeting is rescheduled to September 2020.** Motioned, seconded, and passed.
2. **The term of service are extended for necessary Board Members who agree to continue on the Board until the next election (Patricia, Lynette, Stuart, Rebecca, and Crystal).** Patricia will extend her term along with Lynette & Rebecca. Eric Saathoff will be leaving the Board for personal reasons. Thank you, Eric for your service!
3. **PPCC's By-Laws are temporarily suspended.** Bill makes motion to Suspend the Bylaws, Janey seconds and motion passes
4. **The Board will work on updating and revising current By-Laws as needed to adjust to present and potential conditions and circumstances.** This is a really good time to take a look at the bylaws, for things that need to be changed maybe or revised etc
5. **Board Members will continue recruiting to fill Board vacancies.** It is hard at this time to be recruiting people, Bill suggests calling people, Rebecca suggests Social media, Patricia suggest ESABA zoom meeting. Jack notes that we do have the power to appoint people temporarily until the Annual meeting. Britt suggests calling with the list she had used last year. Bill will put this out on NextDoor app. Keep in mind that we are looking for diversity and inclusivity in Board members to represent the whole community.

6. **Board Members will continue with work to build and strengthen relationships with partner organizations in the community** Revisit the list of partner organizations sent out in January Board Packet. Seanne pointed out that some of these organizations may not be around in the future so maybe we should recheck with the orgs that we have already contacted or will contact to see how things are going. Patricia brings up Wakan Tipi week and shares link for mailing for support.
7. **Board Members will help to develop and activate an endowment fund to ensure PPCC viability and stability over long-term** In thinking of the future, past Covid, that it would be good to have a “cushion” for future projects and other endeavors. Robin and Jack have been working closely with the bookkeeper, Janey, & Exec. Comm. to make sure the cash flow works within the limitations of the City grant every year. Projects like the District Plan, Jack went out and received foundation money. We should be thinking about our financial picture now instead of December with all that is going on.
8. **Board Members will continue with strategic planning work recently started with Propel Non-Profits** Seanne states that the plan looks a lot different now than it did when we had the Propel meeting. Should we continue to try and move forward virtually? Both Propel and Springboard have expressed that they are willing to help. Should we have a short term plan and a long term plan? As a community organization, how do we help with the concerns and fears of the situation now?

Other Business:

9. **Financial Report: Janey Atchison, Treasurer.** Patricia asked about the situation with our grants. Jack replied that both the St Paul Foundation and Bigelow would be flexible with the timelines and would help however they could. For 2020 only, we are in a better situation than many other District Councils because this year we received foundation support for our district planning process (but we have had to rely on that while the City catches up with our reimbursement requests).
10. **Approval of Minutes from recent meetings: Rebecca Nelson, Secretary** Patricia motions to approve, Seanne seconds. Motion approved
11. **Executive Director’s Report: Updates were made to the Executive Committee at their meeting ON April 23rd.** As always, please feel free to contact the ED outside of this meeting if you seek additional information or if you have ideas to share.

ADJOURN

8:00 PM

➤ **Next meeting:** *Online, May 26th, 2020, 6:30 PM*