



We collaborate with the SE Portland community to build informed, inclusive, and participatory neighborhoods that support our social and ecological well-being.

EXECUTIVE COMMITTEE MEETING

Tuesday, May 20, 2024 | 5:30-6:30 pm | Via Zoom
<https://zoom.us/j/99810113751> Meeting ID: 998 1011 3751

Reminder: The purpose of this meeting is for the SE Uplift Executive Committee to conduct organizational business. Guests are invited to attend or listen in, however only committee members actively participate in these meetings unless otherwise noted in the agenda.

ATTENDANCE

ExComm Members Present: Dave Weaver, President
Kat West, Vice President
Kim Bandy, Secretary

ExComm Members Excused: Doug Waugh, Treasurer

Staff Present: Nanci Champlin, Executive Director
Matchu Williams, Neighborhood Planning and Liaison Manager

Guests Present: Lisa Sloan, Board Administrator (Consultant)
Kristina DiTullo (Reed NA, President; SEUL Board Member)
Chris Holle-Bailey (Ardenwald-JohnsonCreek NA, President/Chair; SEUL Board Member)
David Dugan (SMILE, President)
Jane Monson, Eastmoreland resident (ENA, President elect)
Matthew Timberlake (Eastmoreland NA, President)

EXECUTIVE COMMITTEE MEETING

5:30 Called the meeting to order - Dave Weaver, President welcomed everyone.

5:32 Decide whether to recommend to the board that SE Uplift support the efforts of the four SE Neighborhood Associations in City Council Voting District 4 to remain in the coalition - Nanci Champlin, Executive Director and the Presidents from NAs in Ardenwald Johnson Creek, Eastmoreland, Reed, and Sellwood-Moreland

- The boards of the neighborhood associations in the new District 4 voting district all voted unanimously to pursue the process pursuant to the ONI Standards to remain with SE Uplift for their district coalition services instead of receiving support from District 4, where they would be grouped with all neighborhoods on the west side of Portland. The memberships of each neighborhood then voted overwhelmingly in May to affirm the pursuit of staying with SE Uplift. If approved by the SE Uplift board and then ultimately by Civic Life, effective July 1st, 2024 these 4 neighborhoods would continue to vote with their new city council district, but remain with SE Uplift for their district coalition services.
- SEUL and the NA's are scheduling meetings with Civic Life to present the results of their efforts and demonstrate that they have followed ONI Standard protocols.
- AJCNA: each of our NA's agreed that we would either all remain or all go to NWNW (dba District 4 Coalition)
- All four neighborhoods make up only 13% of District 4, and they are all politically active, so opportunity for engagement with elected officials will increase with a direct access to District 4 city council.

5:45 Vote to recommend to the board that SE Uplift support the effort by neighborhood associations in Ardenwald-Johnson Creek, Eastmoreland, Reed, and Sellwood-Moreland to remain in SE Uplift Neighborhood Coalition.

Motion: (Dave Weaver) To recommend to the board that SE Uplift support the effort by neighborhood associations in Ardenwald-Johnson Creek, Eastmoreland, Reed, and Sellwood-Moreland to remain in SE Uplift Neighborhood Coalition.

Seconded: (Kat West)

In favor: 3

Opposed: 0

Abstentions: 0

Result: **The motion passed.**

5:50 Draft FY 24/25 Budget Update - Nanci Champlin, Executive Director

Insurance

- SEUL's general liability insurance coverage is being re-brokered at this time due to getting dropped by our current insurer due to the two claims filed after the separate incidents of flooding in the lower level. We expect the cost to rise to approximately \$10k.
- SEUL's insurance coverage annually also includes providing itself and eligible district NAs with general liability and Directors & Officers (D+O) insurance.
- Civic Life has been allocated an additional \$150,000 to cover District Coalition insurance; if the insurance coverage quotes come in lower than this budget amount, Civic Life plans to equally distribute the remainder back to the district coalition offices to allocate to the Community Small Grants program. SEUL will invoice the city for reimbursement of all insurance costs for FY 24-25 before June 30.
- Kat West asked if the benefit of providing D+O insurance to the NAs on the board could be extended to the community-based organizations (CBOs) also serving on the board as a way to promote greater fairness and equity in the district. Executive Committee members affirmed the idea and directed Nanci to inquire about the cost with our broker and bring a motion to the June board meeting with that costs so they may decide.
- For the same reason of bringing parity to the privileges afforded to board orgs, Nanci reminded the committee that we discussed with the board that the draft FY 24-25 budget includes covering state filing fees for CBOs and NAs without adding cost because the amount allocated each year has exceeded what was needed to cover NA reimbursements, so there would be no net increase to the budget by offering it.
- Nanci expressed hope that in the future insurance costs could be covered for all FSOs, which is happening in some districts but no new groups may be added.

Other Funding matters:

- Due to the public's advocacy for additional funding to support district coalition programming, the Mayor secured another \$100,000 for the district coalitions, which amounts to \$25,000 per district coalition.
- Nanci is collaborating with other district coalitions around sharing staff/costs for the fiscal sponsorship and Community Small Grants programs. That would help SEUL supplement our budget.

FY 24-25 Draft Scope of Work

- SEUL submitted the final draft scope of work to Civic Life for feedback. This will ultimately turn into a proposal to the Board to review and provide feedback on.

6:08 Decide on amending the [February 2024 Executive Committee meeting minutes](#) to include more details about the fiscal sponsorship program fee change decision - Nanci Champlin, Executive Director

- The EC agreed that the amended minutes would reflect the presentation slides presented by the program manager that made a persuasive case for why the fiscal sponsorship program fees should change, and the EC's decision to empower staff to make program-level decisions such as a change in fees, and approving new and renewal sponsorship decisions so long as the EC and Board are regularly informed of all applicant materials, evaluations, and status of approval as is currently done.

- Nanci attended the Richmond NA meeting to answer questions about the updated fees but there wasn't a quorum to vote about whether to sign the contract addendum. They will vote in June.
- All Fiscally sponsored organizations received updated contracts or addendums with the change and no one else has pushed back about the change in fee structure from tiered fees to flat fees of 7.5% of funds held by SEUL (except for govt and reimbursable grants at 10%)

6:22 Vote to amend the February 2024 Executive Committee meeting minutes to include greater detail on the proposed changes and approval of these changes by the Executive Committee.

Motion: (Dave Weaver) **to amend the February 2024 Executive Committee meeting minutes to include greater detail on the proposed changes and approval of these changes by the Executive Committee as discussed.**

Seconded: (Kat West)

In favor: 3

Opposed: 0

Abstentions: 0

Result: The motion passed.

6:28 Fiscal Sponsorship Program Update + [Renewals](#) - Nanci Champlin, Executive Director

- Brooklyn Action Corps
 - Under \$25,000
 - Have some grants
 - Serving unhoused and renters
 - Accomplishments include creating a good neighborhood agreement and serving as part of oversight committee for the city's temporary shelter
 - Want support on development and volunteer management
- Brooklyn Bloom Club
 - Kimberlea founded this
 - Not pursuing 501(c)(3)
 - ODOT provided permit for mutual aid garden
 - Capacity is a challenge as is estimating community event attendance
 - Need budgeting, managing and conflict management support
- Samewave Media
 - Under \$25,000 and interested in becoming a 501(c)(3)
 - ESL speakers; have 500 radio shows for more than 700 hours of programming
 - Building new community donation space
 - Navigating regulatory issues and fundraising are challenges

6:36 Discuss June 3 Board Meeting Agenda - Nanci Champlin, Executive Director

- Celebrate budget advocacy impact / Review, Discuss and Adopt FY 24/25 Budget
- Review, Discuss and Adopt FY 24/25 Scope of Work
- Decide if SEUL supports Ardenwald-Johnson Creek, Eastmoreland, Reed, and Sellwood-Moreland NAs remaining in SE Uplift Neighborhood Coalition
- Update Bylaws, effective July 1, 2024
- Discuss and decide on advocacy request to support safer crossings on Powell Blvd
 - Trimet using ODOT funds to design. SEUL to recommend incorporating measures for safety for all types of users crossing at 79th and Powell St.
 - Present this safety measure to the Board for a vote to officially support implementation
- Discuss and decide on shifting to hybrid or in-person meetings

Reminders:

- July: no board meeting, office closure during July 4th week / board member orientation and staff/board ice cream social, Next board meeting August 5th.

6:45 Decide whether to recommend to the board that we participate in FutureGood's [three-year strategic planning program cohort](#) - Nanci Champlin, Executive Director

- The company is offering a 3-year pilot project to help build out this program at a discount of under \$15,000 for FutureGood's FutureProofing program

- SEUL would form a Strategic Committee comprised of up to 5 members of Board Members or staff to actively participate in the program
- Deadline to apply is early July
- The EC discussed benefits and risks of partaking in this program:
 - This will be a time commitment for numerous individuals and staff would need to carve out space for it at the expense of other responsibilities during a transitional year.
 - This may help SEUL refocus, especially with the staff and member turnover
 - It may be difficult to take this on at a time when we do not know how the district reorganization will impact budget and programming commitments
 - May not know the final number of NA's under SEUL umbrella by the time applications are due.
 - Everyone informally agreed to not pursue the opportunity but to explore other strategic planning efforts.

6:45 **Adjourned** - Dave Weaver, President

Next Executive Committee meeting: Tuesday, June 18, 2024, 5:30–6:30pm, via Zoom.

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