

September 2025 BOARD OF DIRECTORS MEETING MINUTES

Tuesday, September 2, 2025 | 7 – 9pm

In-person: 3534 SE Main Street

Via Zoom: <https://us06web.zoom.us/j/92334943945> | Meeting ID: 923 3494 3945

This meeting is for the Board of Directors to conduct organizational business. As such, only board members actively participate in discussions unless otherwise noted in the agenda or at the discretion of the President. Guests are welcome to observe.

ATTENDANCE

Board Members present:

- Buckman Community Association – Daniel Te
- Creston-Kenilworth NA - Amit Zinman
- Foster Powell NA - Ryan Sooley
- Hosford Abernathy NA: Peggy McDaniel
- Kerns NA – Morrissey
- Laurelhurst NA: Steven Fisher
- Mt. Scott-Arleta NA – Daniel Portis-Cathers
- North Tabor NA - Andrea Lehman
- Roseway NA - Ash Hester (President)
- Rose City Park: Don Levine
- Sunnyside NA – Chris Waldmann
- 82nd Ave of Roses BA – Nancy Chapin
- HBBA - Dresden de Vera
- Inner SE Action – Kat West (Vice President)
- At Large – Sharon Wynde
- At Large - Kim Bandy (Secretary)
- At Large - Rachel Davies
- Brentwood-Darlington NA – Kimberly DiLeo
- Black & Beyond the Binary Collective – Mireaya Medina

Board Members sending regrets:

- Brooklyn Action Corps - Debbie Dicks
- At Large: Matt Lembo
- Woodstock NA – Anna Weichsel

Staff present:

- Nanci Champlin (Executive Director)
- Sarah Bunger (Board Administrator)

Guests:

- Allen Field (Richmond NA)
- Sharon Keast (City of Portland)
- Graham Houser (Madison South rep, yet to be seated by NA)

BOARD DISCUSSION MEETING

7:02 Call Meeting to Order - Ash Hester, President

- The board meeting discussion was called to order.
- SE Uplift’s mission statement and community agreements were shared.
- Announcements were posted by board members in the chat and on the dry erase board.
- Recording policy was announced.

7:02 Board Officer Elections - Kat West, Vice President

Vote to seat Ash Hester as Southeast Uplift (SEUL) board president

Motion (Chris W) to seat Ash Hester as Southeast Uplift (SEUL) board president

Seconded (Steve)

In favor	15
Opposed	0
Abstentions	0
Result:	The motion passed.

Vote to seat Matt Lembo as Southeast Uplift (SEUL) board vice president

Motion (Matt Lembo, nominated himself by way of a prepared statement) Matt Lembo as Southeast Uplift (SEUL) board vice president

Seconded (Chris W))

In favor	15
Opposed	0
Abstentions	1
Result:	The motion passed.

Vote to seat Rachel Davies as Southeast Uplift (SEUL) board secretary

Motion (Rachel Davies) Rachel Davies as Southeast Uplift (SEUL) board secretary

Seconded (Sharon Wynde)

In favor	16
Opposed	0
Abstentions	0
Result:	The motion passed.

Vote to seat Steven Fisher as Southeast Uplift (SEUL) board co-treasurer

Motion (Steven nominates self) Steven Fisher as Southeast Uplift (SEUL) board co-treasurer

Seconded (*Don Levine*)

In favor	16
Opposed	0
Abstentions	0
Result:	The motion passed.

7:20 Discussion: Updating Bylaws to Reflect Revised Mission – Ash Hester, President

Ash reminded everyone that the board approved an update to the mission statement in August to reflect our District 3 geography by replacing “SE Portland” community with “District 3” community, and that the August board packets provided the required 30+ day notice about this proposed bylaws change to align the bylaws with our updated mission. Once approved, the mission will read in the bylaws as:

“To collaborate with the District 3 community to build informed, inclusive and participatory neighborhoods that support our social and ecological wellbeing.”

7:31 Executive Director Updates – Nanci Champlin, Executive Director

- We still do not have our amended grant agreement from the City.
- Nanci thanked everyone who rallied the City to continue funding the Community Small Grants program. The application period for 2026 proposals is open now through November 2. Any board or community members that wish to sit on the Grant Review Committee should contact alex@seuplift.org. There is approximately \$40k to award.
- On Monday Sept 29 from 6-7:30pm, SEUL will host a training for new NA board members (anywhere in the City) on the essentials that every NA board member should know including an overview of the Neighborhood Program, NA board member legal duties, board member roles and responsibilities, and NA board best practices.
- The Asian Community Farmers Market has begun in the outdoor plaza on Saturdays from 12-4pm thru November 1st. Come support these local farmers!

7:45 Committee Reports – Committee Chairs or as noted below

- Tabor Commons Task Force - *Sharon Wynde and Daniel Portis Cathers*
 - The task force is requesting that the board authorize that we contract with our broker to be able to list the property for sale.
 - A counter-offer from BC3 was received after the task force and ExCom met. The offer is in the queue to be reviewed and a recommendation for a response will be brought to the board.
- Finance Committee - *Sharon Wynde, Treasurer*
 - The budget reviewed and approved in June is being shared for some amendments based on additional revenue received from fiscal sponsorship admin fees and increased tenant rent (Councilor Koyama Lane is in the house, and two existing tenants expanded their offices)

Proposed Revised Budget:

■ **Revenue:**

- Increase fiscal sponsorship to \$30k

- Increase tenant rent to \$64,200.
- **Expenses**
 - **Personnel:** Move funds for the operations and digital assistant consultants from Professional Services to Salaries as they are functioning as staff. Adjust payroll taxes and fees accordingly. Authorize merit raise for Matchu and increase Operations hours from 10 to 15 per week. Add \$3400 to professional development where there were none per recommendation from the ExCom and Executive Director to invest in executive coaching and leaves room for other staff development.
 - **Administrative costs:** increase items previously cut to the bone: office supplies, postage and recognition (which includes modest stipends for the Grant Review Committee members).
 - **Building and Maintenance:** Add funds for landscaping (eg fall leaf removal) which was omitted from original budget.
 - **Other Program Expenses:** increase Communication Funds to NAs to from \$500 to \$1000.
- **Executive Committee** - Ash Hester, Board President
 - To save time, everyone should refer to the minutes they received from the August ExCom meeting with the September board meeting materials.
- **Climate Justice Action Committee** – Sarah Bunger
 - Nearing 3rd (and final) phase of Yard Tree Giveaway project to support increasing our urban tree canopy
 - Had a table at Hawthorne Street Fair for community members to sign up for up to 3 trees and to spread news of programs in support of replenishing Portland's urban tree canopy
 - Urban Forestry's main goal at the moment is over 60,000 trees in the next few years, but generally ~30,000 trees per year benchmark
 - Focus area is Portland metro, previous SEUL presentation shared maps of tree canopy in Portland metro that shows tree-depleted areas that need assistance. Most D3 priority neighborhoods are participating as Yard Tree Giveaway program registration ambassadors.
 - There are numerous opportunities to get trees if wanted or needed. Check out Urban Forestry website for more information.
 - Thanks to our coalition model, SEUL has made the biggest impact on the goals of the program.

8:26 The board discussion meeting adjourned.

BOARD BUSINESS MEETING

8:26 The board business meeting was called to order. – *Ash Hester, President*

8:26 Vote to approve the August 2025 board meeting minutes.

Motion (<i>Ash H.</i>)	To approve the August 2025 board meeting minutes.
Amended ()	Amend: both Dresden and Don Levine sent regrets for the August board meeting; they should not be shown as unexcused absences
Seconded (<i>Steve</i>)	
In favor	11
Opposed	0
Abstentions	16
Result:	The motion passed.

8:28 Vote to adopt Updated Mission Statement in the Bylaws

Motion (<i>Ash H.</i>)	Ash motions for the mission statement in the bylaws to reflect the word “District 3” community instead of “SE Portland” community.
Amended ()	
Seconded (<i>Chris</i>)	
In favor	16
Opposed	0
Abstentions	0
Result:	The motion passed.

8:31 Vote to adopt the Tabor Commons Task Force recommendation

Motion (<i>Ash H.</i>)	Ash motioned that the sale of Tabor Commons be opened to the public at large.
Amended ()	
Seconded (<i>Nancy Chapin</i>)	
In favor	16
Opposed	0
Abstentions	1
Result:	The motion passed.

8:32 Vote to accept the July Balance Sheet

Motion (<i>Ash H.</i>)	Motion to accept the July balance sheet as presented.
Amended ()	
Seconded (<i>Chris</i>)	
In favor	18
Opposed	0
Abstentions	0
Result:	The motion passed.

8:33 Vote to Amend the Budget as Proposed

Motion (<i>Ash H.</i>)	Motion to amend the budget as proposed.
Amended ()	

Seconded (*Sharon*)
In favor 18
Opposed 0
Abstentions 0
Result: **The motion passed.**

8:34 **Ash called to order an Executive Session for the board to discuss the Annual Executive Director Performance Review**

9:02 **Ash adjourned the Executive Session and the board returned to an Open Session**

9:03 **Vote to approve Annual ED Review**

Motion (*Ash H.*) Motion to approve the annual ED performance review and give Nanci an additional Personal Day plus earmark professional development dollars for requested executive coaching.

Amended (*)*
Seconded (*Steve*)
In favor 18
Opposed 0
Abstentions 0
Result: **The motion passed.**

9:03 **The meeting adjourned. – Ash Hester, President**

Next Board Meeting Monday, October 6, 2025, 7-9 PM.

Minutes Approved (Date) 10/14/2025
Secretary Signature 