

Meeting Minutes 8/22/2022

Attendees

Board members and staff present marked with "X"

Ben Osborn – President	X	Allan Cummins – Vice President	X
Cory Schaffhausen – Treasurer	X	Carrie Henning-Smith – Secretary	X
Charity Huot Benedict (Staff)	X	Rhonda Fields	X
Bob Jorgenson	X	Andrew Verdin	X
Frances Roen		Nathan Sterner	X
Tess Korbesmeyer Holman	X	Michele St. Martin	
Ann Zawistoski	X		

Meeting called to order: 7:08 PM. This meeting was held in person at the HPDL office, with the option to join via zoom.

Agenda Item 1: Councilmember Koski Report

Councilmember Koski provided updates:

- Mayor gave budget address. Next step is for councilmembers to hear from departments in Sept – October, 2022, followed by public hearings. All meetings will be public and recorded. Ward 11 monthly meeting in October or November will focus on budget and ask for input. No change in budget on neighborhood funding.
- Tomorrow, 8/23, 4:30pm at Washburn Library there will be a meeting about Nokomis Ave. bridge closure. The closure will last approximately 1 year.
- Partnering with Trellis to support older adults. Councilmember Koski looking for people to spread work about Senior LinkAge Line, a statewide resource. Still looking for additional volunteers.
- Updated striping on Diamond Lake Road is completed.
- Block leaders meeting led to people wanting more data from city. The data are available via a dashboard and dashboards will be highlighted via newsletters. City IT provided some training via Councilmember Koski's office hours, but another will be planned at a different time.
- Held public safety meeting last week, with a variety of public officials and organizational representatives. More than 100 attendees were there and meeting was held in hybrid format, which worked well.

Agenda Item 2: Approval of July Minutes

July minutes were approved.

Agenda Item 3: Picnic in the Park Recap

- Charity provided an overview of the funding (spent and received) at Picnic in the Park. Overall, we made a profit of more than \$6,000, netting approximately \$1,000 more than we had in past events.
- Charity thanked board members and volunteers for all of their efforts.
- Estimated 6,000 attendees, which is the highest on record.
- For next year, Charity has a better plan for volunteers, which should help it to feel more organized. Other considerations for next year:

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- Ensure credit card process is set up well. (Venmo didn't run smoothly because of network issues this year.) This might require using a hotspot or other strategies to ensure that people have a good system.
- Extra signage, e.g., "Inflatables are free!"
- Discussion of placement of food truck to make sure that they are all visible.
- Idea of larger print on lawn signs going forward, with feedback that the print is too small to read when driving by.
- Positive feedback on band, which is willing to play again, but cannot provide the same discounted price. Another suggestion of a different band, "Keep for Cheap."
- Two food trucks didn't show up. This led to longer lines at other available food trucks. Discussion of how to prevent that, including increasing food truck fee, and discussion about increasing the number of food trucks. If we have more than 9 food trucks, the permit price increases.
- Overall, plan for a larger crowd.
- For bikes, Tangletown was happy to be there, but fewer people came to them. The experience could be improved by putting up a "bike parking" sign near them, although with a schedule of demonstrations to bring people over.

Agenda Item 4: Finances Update

Cory provided an update:

- Finance committee met a week ago and discussed Picnic updates.
- Going forward, Cory would like to give updates in the form of an end-of-year projection. This is still in process, but Cory is committed to having that ready for next month's meeting.
- Possible improvement projects for reporting on finances:
 - New city funding mechanisms are getting simpler, but there are still opportunities for improvement.
 - In past years, we've had an annual report on the organization to provide public-facing information. Cory created reports in 2018 and 2019 (one-page, infographic format with high-level budget information.) Using that again might help to make HPDL more visible. Cory proposed bringing annual report back in 2022.
 - Creating annual report in a sustainable way would require more alignment with budgeting tools and decisions around reporting periods (e.g., calendar year vs. ending at November meeting.)
- Year-to-date expenses spreadsheet was shared, along with discussion of categories included in reporting. Cory showed differences in grouping expenses by group vs. class.
- Discussion with board about best way to organize budget information going forward, including the importance of transparency for board and public.

Agenda Item 5: Communication Update

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- Cory met with group about website and provided tutorial to discuss altering and updating it. Ann's been updating content, Charity has been updating images, and Carrie will add board meeting minutes. Board members are invited to look at website and provide any ideas.
- Allan provided update on newsletter.
 - There was a meeting with newsletter team to discuss content development, including a profile on New Creations food shelf in next newsletter.
 - The newsletter is laid out, using same format from previous two newsletters. Hoping to have newsletter completed by early September, and final draft will be shared with Board.
 - Discussion about frequency of newsletter publishing, with an anticipated once/year for a hard copy and quarterly for an online version. But, the plan will be revised after the publication of this version.

Agenda Item 6: Equitable Engagement Plan

- Ben provided history of equitable engagement plan (EEP) and the funding attached to it. The plan was submitted before the funding application RFA was published, so the funding application and plan do not match exactly. Discussion of how to bring them into alignment more closely.
- Charity shared plan going forward. Feedback from city is that the plan needs to be aligned more closely with neighborhood. Request that all Board members review plan to see categories and what was submitted. In September meeting, Board will need to tighten up plan in preparation for equitable engagement (EE) funding application in October.
 - Charity will be meeting with city again for additional clarity on EE funding.
 - Focus will need to be on priority populations from city, pulling from previously submitted EEP.

Agenda Item 7: Task Force/Sub Committees

- Tess discussed ways to build on EE funding with a subcommittee. She'll send an email to solicit volunteers for the subcommittee.
- Neighbors external to Board are also welcome to volunteer for the subcommittee. Idea to include section in newsletter for volunteer opportunities.

Agenda Item 8: Nokomis Water Research

- Ben provided an update that water and watershed issues are being discussed in our neighborhood. UMN has a grant through 2024, which will place small wells and they are looking for HPDL neighbors to participate in the study.
- HPDL may have a role to play to help advocate. Could also potentially help with funding going forward if the city isn't able/willing to help with data collection, HPDL budget pending. Ben will share more information when he has it.

Agenda Item 9: New Business and Other Project Updates

- Nokomis Farmers Market – plan for 2023 is still unclear, but HPDL can use some funding to support the market with staffing. (Funding cannot go to food, but could

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- help with staffing for next summer.) This would be an opportunity to use our funding to benefit the neighborhood, and there has been clear demand from the neighborhood for the market.
- But, to add to funding efforts, some fundraising will happen at pop-up Farmers Markets on Thursdays 4:00-6:30pm September 15th & October 13th. Rhonda volunteered to help in September, but volunteers are still needed for both dates.
 - Tech Dump-9/24
 - Two shifts per event and volunteers needed for both. Charity sent a link with more information and to sign up.
 - Annual Meeting-11/16, 7pm. Will be held at Pearl Park in community room and will include a meeting and presentation, as well as a bingo night.
 - Façade Grant update was submitted. Charity will keep board updated with more information as it comes in.
 - New Creations Food Shelf Update – HPDL got a partnership grant with New Creations and we'll support them through the grant. The funds will be used to support youth. They'll be looking for board volunteers to work with them on partnership.

Meeting adjourned: 8:35pm
