

October 2024 (held in person 10.28.24) – Audubon Neighborhood Association Board Meeting Minutes

Board Members Present: Christian Hokans, Board President; Onan Justonan, Board Vice President; Mary Stadler Board Secretary, Deborah Brister, Executive Director; Blake Hampton, Treasurer; Sonja Peterson, new Board member; Teagan Vail (by Zoom), new Board member; Abe Turcotte, new Board member; Jo Turcotte, new Board member. Absent: Angelica C, Board Member

Meeting called to order: Christian Hokans, Board President called the meeting to order @ 6:40pm and began introductions of each member due to new board members. Board members were able to share their vision and interests to pursue as members of the Audubon Board.

Board Paperwork: Christian Hokans, Board President, noted upcoming paperwork such as a conflict of interest form for Board members to watch for and complete. Deb Brister, Executive Director, reviewed creating a 2025 Google Drive that all Board members will have access to. Deb has created email addresses to use to access the Google Drive where documents of ANA Board business are uploaded to review: conflict of interest form, ANA Bylaws, Financial reports, Community engagement, and so on. Deb Brister reviewed needing to have the conflict of interest document be reported and signed.

NCR (Mpls Neighborhood and Community Relations): Arian Fine, NCR Neighborhood Specialist, reviewed neighborhood board representation survey for City of Mpls. Mr Fine distributed surveys to compile anonymous demographics data at the City-wide level as a way to know who makes decisions at neighborhood organizations. A survey is also done for appointed Boards and Commissions..

Mr Fine discussed 2025 goals for funding that ANA gets from the City of Mpls:

Equitable Engagement Funding, current funding since 2020, an example of what is informed in the survey to bridge gaps in representation in Audubon and reflective of the community with submission needed by 10.31.2024. ANA needs to submit 2025 goals and end timeline, but can update them plan.

Mr Fine gave overview neighborhood funding history designed to keep people in the City of Mpls. 1991 to 2011: NRP (Neighborhood Revitalization Program) 1 & 2 were homeowners centered with programs of home repair loans or first time homebuyer loans. Most neighborhoods have done the housing programs and availability varies depending on what the neighborhood decided. Initially, these were designated for housing, but now they can be shifted to other programming to address neighborhood needs. There can be plan modifications to move money around to different categories. 2011 to 2020: began shifting to community participation and greater neighborhood representation and voice in Neighborhood organizations. Neighborhoods 2020: focused on equitable engagement to have local voices in neighborhood organizations. Money left over does not need to be housing-centric moving forward. NCR wants to make sure that ANA is looking at demographics of the neighborhood and being inclusive and

accessible to residents. Mr Fine note ANA can to do plan modification through announcement to community with ability to comment and Board vote for plan changes \$25,000 or less. Modification greater than \$25,000 would require a community vote from at least 25 documented votes other than Board members to make changes.

ANA Finances: Christian Hokans, Board President, gave overview of ANA financials.

Total Income: \$132,753.71

Income from a mix of grants with values inflated due to MDA grant (\$48,000) that is only reimbursable and only for equipment and supplies, not for administrative. There is currently \$32,000 left.

Expenses: \$76,000

Net Operating Income: \$56,000

NRP Phase 1: \$57,934 available

Phase 2: \$58,092.99 available

= \$116,027 - unallocated funds that we are able to whatever we want cube to to restrictions as noted by Mr Fine.

- Executive Director's salary - Christian Hokans summarized Deb Brister's salary history as being paid infrequently with historical Board voted to raise Deb's salary to \$30.00/ hour that she has not taken with her last paycheck in May 2024. Salary owed at this time is @ \$21,000, plus \$6.720 for the raise that she is entitled to.
- Loan from NE Bank - ANA took out \$20,000 loan for Market Garden projects due to reimbursement requirements of MDA grant. Deb Brister, Executive Director, gave two personal cashiers checks for ANA business: \$10,000 to pay off loan and \$4,000 to cover insurance policies that were due.

Christian reviewed options to pay back wages to the Executive Director from May 2024 and gave an overview of parliamentary procedures and quorum of Board as 5 members.

Blake Hampton, Treasurer, discussed lacking ability to provide oversight in his role as treasurer and 2019 report/ audit that indicated that finances were consolidated too much and requests for information and oversight.

Sonja Peterson, board member, made a motion to pay back wages of \$22,391.20, Christian Hokans, Board President, seconded motion. Onan Justonan, Vice President, asked for clarification of process of plan modification. Board discussed. Vote: 6 yeahs, 1 abstained. Motion passed. Christian Hokans, Board President, summarized that Deb Brister, Executive Director, will submit plan modification to NCR. Teagan Vail (by Zoom), new Board member, requested summarization in writing about financial situation of ANA Board to have greater

understanding of the current financial situation. Deb Brister, Executive Director, reviewed information regarding financials are on Google Drive.

CEE, current community loan program. CEE holds the money and doles it out. Board can make decisions of where the money goes. We have different loan programs.

Closed-end loan program that can be used for home improvement. Current interest rate is 2% and Board can change but goal is to assist residents. \$2,000 left in that fund. Total allocation since 2020 is \$270,000. Some have been grant programs that are forgivable loans if meeting requirements (staying in home) or loans needing to be paid back.

\$52,734 left in all programs

Exterior and energy-deferred loans: not used too much

Emergency deferred: \$20,000 grant

Purchase assistance deferred program/ grants: \$5,000 left

General or emergency grant program: no money left.

Christian Hokans, President, proposed to discuss at the next Board to modify plan and revamp the loan program; moving money around to other areas. Board discussed the need to have goals to get back on track financially.

Deb Brister, Executive Director, described the largely idle business loan/ grant program with funds of \$83,000; discussed flexibility of moving money and modifying as well. The interest on the program is @ 2% and is a \$3,000 grant requiring applicant to have a match to receive the funds.

Community Awareness: Board discussed means for the community to access information as available in email blasts, ANA website, or connection through CEE or other county websites. Board reviewed the range of email blasts as @ 650 contacts receiving ANA emails out of @ 2500 residences using MailChimp. Historically, ANA has produced hardcopy newsletters but it is costly at @ \$2,000 and challenge of needing people to write content. Marketing for events is typically through email blasts, ANA website, social media, and posting flyers in the community.

Blake Hampton made a motion asking for a vote to apply to the City of Minneapolis free audit of Board financials. Board discussed process and expectations and getting paperwork together. Blake Hampton, moved to table at this time for further discussion, including online, and noted that he will send out what information would be needed for the audit option.

Board Protocol: Christian Hokans, Executive Director, reviewed protocol of not representing the Board to outside organizations without awareness and agreement of the Board regarding matters. Discussed ANA Board as non-partisan, but promotion of voting as appropriate.

Officers: Christian Hokans, Board President, discussed typically process of completing officer elections but due to several members absent Sonja Peterson, Board member, motioned to postpone officer decisions to next Board. Christian Hokans, seconded with motion passing the Board.

Halloween Event: Deb Brister brought up discussion regarding Halloween and perhaps not having candy giveaway this year due to atmosphere and lack of volunteers. Board discussed options with 'hard' decision by Wednesday morning.

Meeting adjourned: Christian Hokans, President, moved to closed the meeting; board member seconded, with all members in favor. Christian Hokans adjourned meeting.