



Heritage Park  
Neighborhood Association

**Meeting of the Board of Directors.  
September 9, 2024, 6:00 to 7:30 PM**

	<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• Kimberly board training ideas. Board needs to create bullet points to start, add layers later</li> <li>• Anndrea will finish the Executive Director job description</li> <li>• Patrick will place the order for hats</li> <li>• Anndrea will contact League of Women Voters, when will be an early voting event, ideas?</li> <li>• Timely notification of all Board meetings for USI newsletter. Make bold and vibrant, different verbiage to visit or advise.</li> <li>• All board meetings will be posted on Facebook.</li> <li>• Amelia to fix the QR code and new photo.</li> <li>• Vicky will continue follow up with Amelia.</li> </ul>
<p><b>6:00 pm</b></p>	<p><b>Open &amp; Housekeeping</b></p>
	<p>Natalie called the meeting to order at 6:05.</p>
	<p>Attendance: Victoria (Chair/Secretary); Patrick (Treasurer); Natalie Hart, Kimberly Caprini; CO: Anndrea (Absent: Amelia)</p>
<p><b>6:10 pm</b></p>	<p><b>Business</b></p>
	<p>9/9/24 Agenda</p> <ul style="list-style-type: none"> <li>• Aria Fine- Board Representation Survey</li> <li>• Voting Rashawn, "Shawn", Williams in as a Board Member</li> <li>• Northside-Southside Neighborhood History Library Program Flyer</li> <li>• BLE Expansion Work</li> <li>• BLE Budget</li> <li>• Executive Director position</li> <li>• Consulting work by Danielle Tietjen</li> <li>• Kimberly was going to look for Board training used at PW</li> <li>• fall events upcoming and reaching out to Maggie USI about collaboration (they did a poll on the last stakeholders mtg, and collaboration looked high on the list). This fits with our mission and bylaws!</li> <li>• Patrick – future with the Board</li> <li>• Reviewing bylaws for who can be on the board and conflict of interest statement. Conflict of interest votes/spending.</li> <li>• Can we plan a Voting registration event / join with Sumner library or someone? use our laptops? Buying Vote Early signs, LWV have? might be free?</li> <li>• update of board manual - please give me that tonight to review</li> <li>• update on Amelia's contract &amp; communication follow up - Vicky</li> <li>• current capabilities of garden future, last meeting discussed, phase 2? Keeping Chair in the loop.</li> <li>• buying tarps to cover the current garden beds, possibly paying for weed removal (4x10 - six)</li> <li>• discussion about future grant writing, last meeting discussed about inclusivity, location of all past documents</li> </ul>

Approval of agenda and minutes: Patrick motioned to approve, Vicky seconded, motion passed. Vicky motioned to order 40 caps, 20 of each color, approx. \$500. Natalie seconded; motion passed. Patrick motioned to add Shawn to the Board, Natalie seconded, motion passed. Discussion was held about Board meetings typically being in person. Aria Fine was expected to arrive but did not. Vicky took the Board manual to review.

Natalie reported on Northside-Southside neighborhood history series, 3 locations and dates. The programs help unpack segregation. See flyer. Will share with UROC, USI and other.

Kimberly, how much and what type of training do we want for the Board? Cultural respect, board respect, communications, bylaws, guiding principles, suggested City of Mpls neighborhood association training. MN council of nonprofits has tons of info for associations, and offerings. Make bullet points of what we want to see that it's not a heavy lift, later we can add layers. Reviewing our mission and strategic plans to move together as a unit. Action item: look at the website, share w/board, we can choose one or two trainings to move forward, or 2 a year ongoing.

Voting registration – Anndrea will contact League of Women Voter's to get booklets, lawn signs, Secretary of State voting link on all notifications – future events, keep posting voting info.

Update on Amelia, possibly returning. Need her to update the QRcode for the card, which is currently disabled. Vicky had a short communication with Amelia and stated limited working hours 5-10. Vicky will check former emails to her about work needed. (uploading new picture)

Executive Director conversation. Seems tailor-made to bring this position back to the forefront and choose Anndrea as the Exec Director. Need to write a job description. Need to post it, interview and hire. Robert has shared a list of things that need to be put in place.

Patrick motioned to move forward with creating this position, figuring out the information needed. Kimberly seconded; motion passed. Anndrea will look at the link that Kimberly shares for an Exec Director.

Presentation: Consulting work by Danielle Tietjen <http://danitietjen.com/>  
She hopes to help our board become more efficient. Worked 5 years with Folwell, in different positions. Started with community garden. Learned about the association. How to work with renters and homeowners. Community garden became the place for communications to help on many issues including finding new board members. Building relationships and safety is important. Learning about others comes from care and not judgement. Every issue touches us (education, roads, safety, etc.). Community Organizing is to create something not just fix something. Suggestion for recruiting, to have an advisory role, we will fill you, get your input. Love to hear your voice until you're ready to go further. More inviting, not centering the board, meeting people where they are/what they can handle. Start events twice a year, maybe three a year. Also add a couple not in the neighborhood to bring outside knowledge, northside is huge. Did Robert suggest a successful neighborhood that we could meet with and learn (Patrick will check)? Space creation, storytelling, organizing, are things that she does. Example given: Aria, umbrella, ice cream or sodas, on his bike. Possibly have pop ups at bus stops. Open invitations to nearby schools to PTA/Principals, to create and develop relationships. Danielle will come up with a basic proposal.

Anndrea – USI events coming. Thanksgiving basket event and Toys for Tots. Thanksgiving will have approximately 90 families. Last year we gave \$10 gift cards and turkeys. Discussion was held to offer \$20 bills along with sign up for our contacts. HPNA will have a table, and we will have a laptop to sign in to collect (share ideas (advising) given by Danielle). This would help us to collaborate better. Next year we'll

	<p>talk more about Cappas(? Not sure what this was?). Regarding the December event, USI had asked if HPNA would pay for a reindeer. This suggestion was not agreed on by the Board. We would like to collaborate in other ways to be present at this event.</p> <p>Patrick motioned to cancel the Harvest Feast and to approve 90 - \$20 bills (\$1800) to participate in the USI/HPNA Thanksgiving event according to our request of participation guidelines. Kimberly seconded. Motion passed.</p> <p>Patrick is ready to also to hand over Treasurer to another.</p> <p>BLE expansion work: None shared. Not all agenda items were covered.</p> <p>Vicky moved to adjourn; Patrick seconded. Motion approved. Meeting adjourned at 8pm.</p>
	<p><b>Parking Lot</b></p>
	<p>Future discussions or on hold:</p> <ul style="list-style-type: none"> <li>• Laptops at all events.</li> <li>• Grant writing going forward, collective help. Patrick sharing all previous documents into our google drive.</li> <li>• Keeping the garden in HPNA and community control.</li> <li>• Mailing to the area to find interest for garden for 2025 lottery.</li> <li>• 311 flyers in rentals?</li> <li>• BLE recording: Valerie Stevenson, interim ED for Phyllis Wheatley, should contact for video contact information</li> <li>• Board manual update – needs review</li> <li>• Reviewing Bylaw Material – on hold</li> <li>• Start using neighborhood postcard mailings</li> <li>• Displacement money updates</li> <li>• Continue building relationships, board recruitment</li> <li>• Phase 2 of garden?</li> </ul>