



Heritage Park
Neighborhood Association

**Meeting of the Board of Directors.
December 11th, 2023 6:00 to 7:30 PM**

	Agenda Items
6:00 pm	Open & Housekeeping
	Check in – on a scale of 1:10
	Open, Call to order, quorum, 610pm
	Any agenda additions? Approve December’s Agenda
	Approve Minutes: November’s 2023 Board meeting -
	Attendance: Patrick (Treasurer), Anndrea (CO), Victoria (Chair/Secretary), Robert (Accountant) and guest Daniel Jackson
6:15 pm	Business
	<ul style="list-style-type: none">• Robert, Budget discussion.• Meeting with Elana; Garden Collaboration – meeting is scheduled• Schedule Meeting with Appetite for Change• Reviewing Bylaw Material – on hold• Annual Meeting Planning – on hold• Follow Up with Michelle- Edible Boulevards – on hold• Time to Meet with Property Manager/ McCormack Barron – Anndrea, can you reach out?• Organizer Updates; HERC Event, Toys-for-Tots, etc - in January
	Reports/Updates
	Organizer’s monthly update – What is planned? What has happened? Business connects with HPNA, Plans for the month – update for November and December will be discussed in January.
	Budget discussion: Robert@rtthompson preferred email. Updated budget line items, to prep charges back to HC, MPHA, MPLS. Frey email to raise base payments, \$5k more, added into the EEF below. Amendment to 2024 funds: couple forms, need to complete.

	<p>1. The Citywide Neighborhood Network Fund (CNNF) budget is increased by \$15,000. This is the new annual CNNF allocation for your organization.</p> <p>2. The Equitable Engagement Fund (EEF) portion of your budget is increased by \$28,962.</p> <p>MPHA budget – 2020-2021 receipts needed. Gardening, Patrick will contact Joan to find old receipts from 2021. Secondly, Patrick will contact Steven Szathmary and Ben Capp. Vicky will provide contact info.</p> <p>Robert’s billing will be sent by end of month.</p> <p>Suggested Hire Anndrea differently. Not contracted. Dept of Economic Development DEED. Minnesota Department of Employment and Economic Development. Start on payroll by Jan. 1. Robert will set up the account, with payroll, this will take care of FICA and worker’s comp. Some adjustment for the rate so CO has same take home, but we pay 7.65% over for taxes, plus 1% for their pay. Plus \$40 a month fee. Keep submitting timesheets same as have been.</p> <p>Checking on Mac’s hire if completed, W-9 (Robert)</p> <p>NCR – keep up to date with receipts in case of audits.</p> <p>NRP annual report – Ariaah may ask for soon.</p> <p>Annual report – Christi, Patrick will ask if had been done.</p>
	<p>Daniel Jackson for new board member, Patrick nominated, Vicky seconded. Next meeting will approve to add.</p>
	<p>Motion to adjourn at 815pm, agreed.</p>
<p>7:30 pm</p>	<p>Adjourn</p>