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Board of Directors Meeting
Citizens for a Loring Park Community (CLPC)
Monday, January 11, 2010; 6:30-8:30 p.m.
Loring Park Office Building

Board members present: Richard Sandberg, Gary Gliem, Jan Sandberg, Ed Newman, Robert Hansen, Becky Gullickson, John van Heel, and Neil Carlson

Board members absent: Pat Hafvenstein, Neil Reardon

Other attendees: Katie Hatt (1417 LaSalle, candidate for Legislature District 60A), Jana Metge (CLPC Coordinator). After adjournment Marion Greene (candidate for Legislature District 60A)

I. Welcome, Introductions, & Announcements – Dick Sandberg

Announcements

- The annual **Martin Luther King** event at the Basilica is scheduled for January 15th at 7:00 p.m. The Board is invited to the pre-reception. Several Board members and Jana will be in attendance.
- There are employment opportunities for Loring Park residents with the 2010 Census. It is important that our neighborhood is properly counted. Call 1-866-861-2010 or see www.2010censusjobs.gov for more information.
- Jana circulated several Christmas cards received in the office.
- Jana circulated copies of the most recent newsletter.
- Dick announced that he was appointed to the Orchestra Hall Citizens' Task Force. The first meeting is tomorrow. If you have ideas or concerns, please forward them to Dick soon.
- Becky is our representative on the committee for the clinic at MCTC. Initially services are targeted to students, but eventually they hope to expand to the community. The goal is to coordinate health services not just provide health clinic services. The clinic is run by Boynton, their first non-University of Minnesota venture. They are seeking opportunities for student involvement in the neighborhood. The current clinic site is temporary for now and will likely be expanded. It is currently funded by a student health fee.
- The MCTC Health Fair is scheduled for Wednesday, April 14, 2010.
- On Tuesday January 26 there will be a candidate debate among the three House District 60A candidates (Marion Green, Tom Nordyke, Katie Hatt)

The CLPC Board approved the agenda. (Motion Becky Gullickson, second Gary Gliem) Motion passed.

The CLPC Board approved the December 13, 2009 Board minutes with revisions as submitted. (Motion Ed Newman, second Becky Gullickson) Motion passed.

II. FUNDRAISING EVENT UPDATE – Gary Gliem

Jana distributed tickets for sale. The hope is that each Board member will sell 5-10 tickets. There will be a Will Call option at the door for prepaid tickets. Jan committed to delivering tickets the first week in February. The Woman's Club is committing to sell 10 tickets. Board members should plan on attending the event, coming early to greet Loring Park residents, and staying until the end.

Gary distributed the most recent list of silent auction items. New items include tickets for the Woman's Club Sunday Brunch and a Pre-Opening Tour of the Twins Stadium from Chuck Ballentine. It will be possible to enter an initial bid on any item. Contact Gary if you wish to do so.

Gary asked about additional items that Board members can provide. Books with an architectural bent

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would be good. We also need someone to coordinate with Dunn Brothers. Gary stressed that it is easy to approach restaurants and others. We could also use a cappuccino or coffee machine. Jan offered to provide the bottle of champagne and two flutes.

John described the publicity materials for which we have secured free printing: a flyer (printed at MCTC) and smaller handout (printed by Media Express). The e-invite will be ready soon for several mass e-mailings. There is an ad for the event in the Woman's Club newsletter, the Hill and Lake Press and in Downtown Journal. Jana will approach NRP about putting a notice in their newsletter.

There is an opportunity to promote the event to political candidates. Caucuses are held before the event but the district convention is a few weeks later.

At the last meeting, Dick proposed offering the 3-D model of neighborhood as a Silent Auction item. It could be mounted on a wall. The model is heavy and awkward to transport and so has had little use at meetings.

The CLPC Board authorizes the movement and potential auction of the three-D model of the Loring Park neighborhood. (Motion Ed Newman, second Gary Gliem) Motion passed.

III. Livability Committee

There was no December 2009 meeting or motions. A Downtown 100 update (Lois Conroy and Gail Baez) will be featured at the January 20th meeting. Board members expressed concern about recent crime issues.

Bob noted that **Loring Park Arts Festival** (CLPC had a canopy area and worked the breakfast last year) was very successful last year. He would like to start talks with Arts Festival about getting a booth. Dick noted that this is not in the budget so we would need to negotiate a free option. Dick offered his canopy for the event this year. The Arts Festival asked CLPC to take over the entire breakfast serving task. It was suggested approaching the Friends and Greenway organizations about making this a joint project.

IV. Land Use Committee – John Van Heel

There was no December Land Use meeting or motions -- the next Meeting will be January 25th. Joe's Garage has submitted an application for a Class A license but its timing is unsure.

The **Traffic Calming** Task Force has invited Park Commissioner Anita Tabb for the January meeting. John believes that the letter is complete. The task force wants to talk to Anita before sending the letter.

The **Master Plan** Steering Committee met Dec. 16th. There is a special meeting January 13th to prepare for the regular meeting on January 27th with Beth Elliot. The plan is to prepare for the RFP mail out, possibly end of February.

V. Finance Report. – Gary & Jana

Gary reviewed his financial report (see ATTACHMENT A). Worker's Comp Insurance for 2010 is due at end of month and will be mailed then. The Loring Greenway account was closed by the end of year. All paperwork has been completed for moving the closed out Phase I accounts into Administration via a contract amendment.

CLPC has asked NRP to do our **2010 audit** (at no cost to CLPC) because the budget was over \$100,000 (due to additional funds for the Greenway).

The **bank balance** of about \$3,000 does not reflect the new checks but does include the curry dinner and several year end donations. There has been no notice from the city about the sizeable NRP reimbursement (for Phases I and II) and CPED reimbursement. It was suggested that we look into online access to the bank account information rather than waiting for bank statements.

Gary noted that in the long range fundraising plan there is the possibility of a Loring Night Out restaurant fall fundraiser. Any funds over budget could be put into a CD.

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Jana noted research into **thank you letters**. We need to provide a receipt for donors that should be sent soon after the contribution and must be sent for larger (\$250 or more) donors. We will probably need to create a thank you database that records the letter and amount.

In reviewing **profit and loss statements** (ATTACHMENT B), Gary noted that the numbers under NRP Implementation and Phase II are approximations. Also, the number for the rent is off – it should be \$4,400 not \$4,000 and will be corrected. Also, it appears that the projected budget for 2009 is set at 75,000 but it does not add up.

Jana distributed a **summary of donations received for 2009**. In December, she sent an end of year solicitation letter based on the 2008 contribution list. Based on the data distributed at the meeting, CLPC has so far received \$1,573 -- \$682 for the curry dinner, \$51 from last year's annual meeting, \$510 from general donations, and \$330 so far from the end of year solicitation.

VI. 7:30-7:50 – Coordinator Report – Jana Metge

Health Plan - The board agreed (as part of the 2010 coordinator letter of agreement) to consider a proposal for health plan. Jana is discussing an option with Paychex. This will be on the February agenda.

Sexual Harassment Policy – The Board should have a policy in their board manual. Jana distributed an example for board consideration. Jan will tweak the language and send to Board for adoption in February.

Jana earlier distributed the **January Newsletter**. Board members are encouraged to hang it in elevators and on bulletin boards of their buildings. A few folks had problems reading the attachment. For the next mailing, Jan will convert it into a PDF file for Jana.

Annual Meeting: The Woman's Club is available March 9 or 16. There will be lots of political candidates because of Governor's race--information tables could help manage the number of candidates. We will need to have a planning meeting for the Annual meeting in the next few weeks. Dick will poll the Board after Jana confirms the Woman's Club date. Suggestion to hold elections at the beginning of the meeting, others felt differently.

There are several open seats: Neil Carlson, Ed Newman, John van Heel, Gary Gliem, and Becky Gullickson. Becky said that she does not plan to run. It was suggested that Board members think about those who have been active recently and possibly solicit their candidacy.

Board members should send Jana any ideas for information fair participants and speakers. There was consensus that recent crime issues are a concern and should be addressed.

VII. Proposed Bylaw Changes – Jan Sandberg

The proposed changes prepared by the Executive Committee require board approval and posting. Then the membership will vote at the Annual Meeting in March 2010. Dick reviewed the proposed changes. Two modifications were proposed to clarify membership and action without meeting.

The CLPC Board approves the proposed bylaw changes in ATTACHMENT C, which will be reviewed by NRP and then submitted to the membership at the March 2010 meeting. (Motion Neil Carlson, second Ed Newman) Motion approved

The language approved at the annual meeting will then be sent to the state for review.

VIII. Future Meeting Plans

- February 8th Meeting – Dick will be out of town and Ed Newman will chair the meeting. Because of its proximity to the annual event, the meeting will include minimal financial data to review.

Adjourned 8:05 p.m.