

Board of Directors Meeting  
Citizens for a Loring Park Community (CLPC)  
Monday, December 14, 2009; 6:30-8:30 p.m.  
Loring Park Office Building

**Board members present:** John van Heel, Richard Sandberg, Gary Gliem, Jan Sandberg, Pat Hafvenstein, Neil Reardon, Neil Carlson, and Ed Newman

**Board members absent:** Robert Hansen, Becky Gullickson,

**Other attendees:** Jana Metge (CLPC Coordinator),

**I. Welcome, Introductions, & Announcements** – Dick Sandberg

**Announcements**

- The annual **Martin Luther King** event at the Basilica is scheduled for January 15<sup>th</sup>. The Board also will get an invite to a pre-event reception. Please let Jana know if you can attend.
- A special meeting of the **Joint City Council Ways & Means and Community Development committees** will discuss one topic, the 2010 NRP administrative budget on Thursday, December 17, 2008 at 9:45 a.m. in the Council Chambers. The meeting is in reaction to the tabled item at the Community Development meeting last week. This is an issue for CLPC which has items on tonight's agenda that would be affected by a shutdown of NRP offices.

*Approved the agenda as amended to add the motion to support the Wesley Church letter and the Lund's motion from the Land Use Committee. (Motion Ed Newman, second Neil Reardon) Motion passed.*

*Approved the November 9, 2009 Board minutes. (Motion Ed Newman, second Neil Carlson) Motion passed.*

**II. FUNDRAISING EVENT UPDATE** – Gary Gliem

Tickets will be available soon. They have been printed at Sir Speedy and ready to pick up. Let Jana know how many you would like to be responsible to sell. The meeting for December 9, 2009 last week did not happen due to the snow situation, though both Jana and Gary were present and held a sub-meeting on logistic details for the fundraiser.

Report on Silent Auction items: Gary asked Board members to report on items they have solicited and encouraged each member to continue to seek out items. Pat asked if there is a letter that directors can use to solicit donations. John will forward our solicitation letter to directors.

Gary asked Board members to solicit or buy at least one (1) item for the auction that will generate at least a \$50.00 bid. Pat asked if she could cater a dinner as a silent auction item and all agreed that this would be a great silent auction item. Gary asked for Board members to attend the next fundraising meeting on January 7<sup>th</sup>.

Dick suggested that the 3-D model of the neighborhood could be an auction item that would appeal to those with an architectural bent. Gary also thought of California Closets. Neil Reardon mentioned locating a firm that specializes in condo refits.

**III. Livability Committee**

No motions in November; no meeting in December.

Downtown 2010 to be presented in January, along with Monica Nilsson and Heading Home Hennepin/St. Stephen's Outreach. The interim director of PRIDE would like to discuss impact on the neighborhood. This would be a good opportunity to discuss parking and fireworks.

**IV. Land Use Committee** – John Van Heel

No meeting in December; Master Plan subcommittee will meet December 16<sup>th</sup> There may be a request from Joe's Garage to upgrade their liquor license in January.

- **Traffic Calming** Task Force – Katie Hatt/Hennepin County & Anita Tabb asked to attend in January. The Traffic Calming task force met from 5:30-6:30 prior to this Board meeting.
- **Master Plan Steering Committee** – Beth Elliot coming in January
- **Motion from Nov 2<sup>nd</sup>, 2009** – John described the background including “Oberstar” dollars and other sources to improve the entrance. There is \$8,000 for this entrance in the Phase II plan and \$14,319.39 for Loring Park-related bike improvements in the Phase I plan. The action at Land Use was to use most of these funds for design work (now through Public Works rather than the Park Board). At the Executive Committee meeting, it was decided to put \$5,000 of these funds into Administration.

*The CLPC Board amended the CLPC Land Use motion to reduce Phase I dollars dedicated to Bike Routes from \$14,319.39 to \$9,319.39 and clarify that the entrance is at the corner of Oak Grove and Hennepin. (Motion Neil Carlson, second John van Heel) Motion passed*

*The CLPC Board approved the amended motion: The CLPC Board approves the use of up to \$9,319.39 of non-contracted NRP Phase I dollars previously dedicated to Bike Routes for design work and construction on the entrance into Loring Park at the NE corner of the Oak Grove & Hennepin intersection and affirm the use of \$8,000 from NRP Phase II. (Motion Neil Carlson, second John van Heel) Motion passed.*

*The CLPC Board supported in concept the plans for changes to the rear of the Lund Food Holdings Inc. property at 8 13<sup>th</sup> Street South. (Motion John van Heel second Neil Carlson) Motion passed.*

*The CLPC Board approved sending a letter of support of preservation efforts for the historic Wesley United Methodist Church. (Motion John van Heel, second Ed Newman) Motion passed.*

#### **V. Finance Report.** – Gary & Jana

- **Status of 990 Report for 2008** – Mailed certified to the Attorney General and IRS on November 13<sup>th</sup>, prior to the Nov. 15<sup>th</sup> due date.
- **Status of 1099's for 2009**— Preparation work was done for Lottsa Financial Services, 1099's will be issued to Rainbow TreeCare and Fredrikson and Byron for services provided to Loring Greenway Association as their fiscal agent. They will also be issued to 430 Oak Grove, LLC and to A & E Support Services.

The Citizen Participation 2010 contract and paperwork arrived. Jana has completed the report and brought it to the Board for Dick Sandberg to sign. Jana will take it into the CPED office tomorrow. CLPC will receive the \$2,000 in mid-January.

**Budget discussion.** Working off the data in a spreadsheet incorporating the proposed CLPC budget and spending by month (ATTACHMENT A), Gary and Jana walked through the projected 2010 budget and described sources for NRP funding. Dick provided additional detail on likely monthly income and spending. Joe Horan is working on the Greenway item already. John noted a Phase II item under Communication Outreach for \$7,500. Things will be tight for this year. We need to pay close attention to the NCEC fund application and contribution/foundation line items. Neil Carlson questioned the use of the \$49,000 for the Master Plan consultant. The figure came in part from a City staff estimate given during NRP Phase II development, of what it would cost to create the envisioned plan in a form that would fit City needs. The exact amount to be posted to a consultant will come out of the Master Plan RFP process.

*The CLPC Board approved the 2010 Operating Budget shown in ATTACHMENT A. (Motion Gary Gliem, second John van Heel) Motion passed*

*The CLPC Board affirmed the use of Phase II dollars - \$500.00 for Events and \$49,000.00 for the Master*

*Plan (Motion Gary Gliem, second Ed Newman) Motion passed*

*The CLPC Board approved the following NRP Phase I non-contracted dollars to be moved to the CLPC Administrative line item and that the CLPC NRP Phase II contract be amended accordingly.*

- A. \$5,000.00 of \$14,319.39 from NRP Phase I Bike Route line item*
- B. \$4,000.00 from NRP Phase I Commercial 2% loan Admin. line item*
- C. \$5,000 from NRP Phase I Commercial 2% loan program line item*
- D. \$3,838.01 from Phase I Cops on Bikes line item*

*(Motion Neil Carlson, second Gary Gliem) Motion passed*

#### **VI. Coordinator Job Description and 2010 Contract**

Before the Board began discussions, Jana distributed a proposed job description and changes proposed by the Executive Committee. Discussion resulted in amending one section with the final language shown in ATTACHMENT B.

*The Board accepted the amended job description. (Motion Neil Carlson, second Gary Gliem).*

Jana responded to the contract language proposed by the Executive Committee. After Jana left, the Board had extended discussion about several sections of the contract and made a series of modifications with the final language shown in the signed agreement on file in the CLPC office.

*The CLPC Board approved the language as discussed and directed the President to circulate the revised language to Board members to verify accuracy and then send the document to Jana Metge for her signature. (Motion Jan Sandberg, second Gary Gliem) Motion passed*

#### **VII. Proposed Bylaw Changes – Jan Sandberg**

Postponed to January. Once the Board approves these proposed changes, we will post on the website, distribute at Community meetings, and then present to the membership for a vote at our Annual Meeting in March 2010.

Adjourned 8:30 p.m.