

**Whittier Alliance Board Meeting Minutes Draft
February 25, 2021 6-8:30 PM
Zoom Meeting**

Present: Nate Rastetter, Nate Broadbridge, Daniel Perez, Aldona Martinka, Cyndi Hovey, Erin Sjoquist, Brigid Higgins, Katie Heimer

Absent: Shinjan Sengupta; Stephanie Brown

Non-board Community Members: Nick Hutchinson, Aaron Paul Keith, Jordan Hedlund, George Rishmawi

Staff: Kaley Brown

Call to Order at 6:06pm by Cyndi Hovey

-The agenda is reviewed. Motion to approve the agenda. Seconded. Motion passes.

-The Standard of Conduct policy with a note on conflicts of interest.

-The community agreements are shared and read aloud.

A round of introductions is done.

Secretary's Report

Board meeting attendance:

- One resignation since last month (Abbie Speller) due to a move out of Whittier. There are seven vacancies, most of which will be filled through the board and committee elections in May and June.

January minutes are reviewed and approved unanimously

Treasurer's Report

Our December report was adjusted to account for the now-recorded forgiveness of the PPP loan in the 2020 fiscal year. The forgiveness application is in progress with Sunrise Banks.

December adjustments approved, seconded, unanimously approved.

The Great Streets grant has been recorded as receivable income in January, as the contract agreement has been signed and is now in effect; the grant funds will be disbursed on a reimbursement basis at the conclusion of the grant period and approval of the final grant report.

One of Marcus' January payrolls was processed prior to his role change, showing one set of wages/taxes/IRA expenses on his prior salary lines. All others will be shown under the "Community Engagement Manager" lines moving forward, which is in alignment with the 2021 budget.

No further questions. **Motion to approved January financials, seconded, unanimous approval.**

A brief discussion takes place on the SBA PPP round 2 application. For the next 2 weeks, SBA is accepting applications from businesses and orgs under 20 employees only. Requirements for forgiveness are listed in the board packet. A question is raised on whether the forgiveness is taxed; staff will confirm with our accountant and report back. Board agreed to e-vote on whether to apply for a second round once that question is resolved and the info is relayed.

Anti-Racism & Equity Working Group

We are awaiting a response from YWCA with a finalized quote and scope of work. Katie and Daniel are leading; the goal will be to customize training materials/content for our organization. We aim to focus on internal processes and procedures first, and then determine how best to incorporate the onboarding of new board members.

CLOSED SESSION

Public Access and Transparency

Over the last few years WA has been considering how to improve accessibility and transparency. The board reviewed NCR requirements, current Whittier practices, and changes proposed. Changes will make board meeting packet content and financials more accessible to the public. It is shared that some of the practices proposed had been done in prior years, but a lack of operations/process documentation and staff turnover likely led to the shift in practice.

Annual Meeting

The previously identified date was struck due to the likely proximity to the Eid holiday. The newly selected date is Wednesday May 26th, and we will begin preparing outreach materials and board candidate information. Katie, Nate R, and possibly Daniel will assist staff with planning work.

Acting Committees

Housing Issues - Kaley thanks Board for their attention in endorsing the Housing Issues committee vote of approval on the 2401 Pillsbury Ave 4-plex conversion; it was approved by the Planning Commission on the 22nd. The Kmart engagement subgroup has established a regular meeting time of the 2nd Monday of each month from 6-7pm; anyone is welcome to join their efforts at anytime.

Community Issues - Marcus is revamping these meetings and with guidance from the restructure plans that Justin had worked with staff on in 2020 prior to his resignation from his Chair position. Dominique Jones will be presenting on Commercial Land Trust's plans for 19 E 26th St and asking for community feedback on business types to seek out. CANMN will be presenting on their mutual aid work, as will Nick Hutchinson on the Discord Whittier Solidarity Network.

Community Concerns

- APK encourages Board Recruitment in advance of the annual meeting
- Nick H. reminds all of the upcoming Really Really Free Market happening on March 3rd at Whittier Park

Announcements

- There is a meeting this weekend on maximizing community discord server. It is recommended that everyone download the app and join the network. The meeting on Saturday will be held on Jitsi and links shared upon request. The Whittier Solidarity Network extends beyond Discord, but this is a platform to access. A link and info for new residents to learn about it and join will be added to the WA website.
- Daniel will not be in attendance for April Board meeting
- Kaley noted upcoming Derek Chauvin Trial and her work with Lisa Bender's office and NCR on communications.
- It is requested that everyone update their hours for 2020 commitments to the tracker for our annual reporting.
- 2021-22 Board Projects reviewed; everyone was asked to sign up for projects
- Board recruitment
 - Daniel asked for any type of one pager or summary to provide new potential candidates
 - Cyndi notes there will be 4 resident seats available
 - 4 resident seats, 3 business/property owner seats (1 nonprofit, 1 for profit, one from either sector)

Motion to adjourn. Seconded. Motion carries.

The meeting was adjourned at 9:10pm. | **Minutes respectfully submitted by Aldona Martinka.**