

**Whittier Business Association Meeting  
Minneapolis Institute of Art (Mia)  
Wed. April 12th, 2017 3:30-5:00pm**

**Draft Agenda**

- 3:30pm**      **Introductions**
- Recognize Standard of Conduct Policy & Conflict of Interest
  - Approve Agenda
  - Review minutes from March
- 3:45**            **Spotlight on Business - Minneapolis Institute of Art (Mia)**
- 3:55**            **Business Growth Task Force:** Updates from Whittier Business Intern
- 4:05**            **Election: Business Association Chair & Business Appointees to Whittier Board of Directors**
- 4:40**            **Old & New Business**  
**Eat Street 20th Anniversary Celebration Update**  
**\$15 Minimum Wage:** Feedback from Whittier/ Lyn-Lake Listening Session
- 5:00pm**        **Meeting Adjourn**

**NOTE:** Everybody welcome! To vote on motions, you must be an eligible member and voter of the Whittier Alliance. Business owners can establish voting eligibility with a current state photo ID and one of the following documents showing their name, business name and Whittier address: •business license •utility bill •current bank statement. If their name is not listed on any of these, then a copy of articles of incorporation of the business is fine. Drop by the office and we will help you with it! Business owners or managing directors can also appoint a representative to vote on their behalf. Please see eligibility information in the by-laws on the Whittier Alliance website.



### ***Standard of Conduct Policy***

This policy and the Whittier Alliance Mission are to be prominently displayed and briefly discussed at all Whittier Alliance board/committee/task force meetings. Violation of these standards will not be tolerated and may result in immediate recess or adjournment of the meeting by the chair. Consequences for the violator may include suspension, expulsion or other action to be determined by the board.

- Arrive on time; stay until the end.
- Begin all meetings on time with introductions and an explanation of the meeting process.
- Come prepared to the meeting; read all relevant materials beforehand.
- Recognize and state when you have a conflict of interest. Do not vote on any motion that you have a stated conflict of interest.
- Make no judgmental statements.
- If you wish to speak during the meeting, raise your hand and the Chair will do their best to recognize each person in order. No one shall have the floor to speak until they are recognized by the Chair; be respectful and wait until you are recognized by the Chair.
- Do not interrupt the Chair or another speaker. Don't speak at the same time. Speak in a respectful manner. Do not raise your voice.
- In the event a motion is made and there is debate on said motion, there will be up to three speakers for the motion and up to three speakers against the motion and the Chair will alternate between for and against speakers. Each speaker shall have up to one minute to speak. After three speakers for the motion and three speakers against the motion have spoken (or less if no others wish to speak) the debate shall close and the body shall vote on the motion.
- The Chair has authority to remove any person or animal from the meeting who violates the Standard of Conduct Policy.
- Talk about issues; not people.
- Don't criticize those who are absent.
- Ask questions when you do not understand. There are no stupid questions.
- Don't monopolize conversations.
- Keep confidential information confidential.
- Talk about meeting issues at the meeting, not in the parking lot afterwards.
- Turn off all cell phone, pagers and electronic taping equipment for the duration of the meeting.
- Electronic taping/recording of Whittier Alliance meetings is prohibited from call to order to adjournment. (Consistent with City Attorney's findings 6-04).
- End all meetings on time. Thank all attendees for their support and dedication.
- The Whittier Alliance sign-in sheets and membership list will not be shared or sold to individuals, organizations or businesses.

### ***Conflict of Interest Policy***

A conflict of interest is a situation in which a person has divided loyalties: One of the person's activities or concerns can be advanced only at the expense of another. Any time the possibility of personal or business gain could interfere with a judgment you make in a different role, you have a conflict of interest. If someone else might think you have a conflict, act as if you do. It is just as important to avoid the appearance of a conflict of interest, as it is to steer clear of an actual conflict. See the Whittier Alliance By-Laws, Article IX for additional information.

### ***Registration & Voter Eligibility***

If you live, own property or a business in the Whittier Neighborhood, you are a member of the Whittier Alliance. Per Article III, Section 3 of the Whittier Alliance By-Laws, residents can verify their voting eligibility by showing their photo ID with their Whittier address, or a photo ID plus a current utility bill, bank statement or payroll statement with their Whittier address; business and property owners must verify their voting eligibility in advance and in-person at the Whittier Alliance office according to the requirements stated in the By-Laws. For full details on membership and voting eligibility please read the Whittier Alliance By-Laws. Copies available on request or at [whittieralliance.org](http://whittieralliance.org)