

Whittier Alliance

Regular Meeting of the Board of Directors

July 23, 2020, 6:00-8:30pm

[Zoom Meeting Link](#) | Meeting ID: 869 8155 5641 | Password: 570324 | Call In: +1 312 626 6799 US

Time	Description	Prep	Action	Lead
5:45	Open Zoom Link - work out technical kinks, get situated			All
6:00	Call to order <ul style="list-style-type: none"> - Approve Agenda - (A) - Recognize Standard of Conduct policy and note conflicts of interest - Read the antiracism policy statement - Review Community Agreements / Identify tension, propose changes 	Review the Zoom protocol and tips document in the board packet	INFORM/ DECIDE	Cyndi Cyndi Brigid
6:10	<ul style="list-style-type: none"> - Introductions & Check In: <i>Review our anti-racism & equity commitments. Identify one that resonates with you. How will you actively seek to influence WA achieving/maintaining this commitment?</i> 	Spend time reflecting on this prompt before the meeting	SHARE/ INFORM	Cyndi
Inward-facing items				
6:30	Secretary's Report <ul style="list-style-type: none"> - Board meeting attendance <ul style="list-style-type: none"> o 13-0, 1-1, 1-2, 0-3, 0-4, 0-5, Reinstated-0, Resigned-0, Terminated-0, Vacancies-8, Total Seats-23 - Review and Approve June 25th minutes - (A) 	Review June minutes; prepare questions if any	INFORM/ DECIDE	Aldona
6:40	Treasurer's Report <ul style="list-style-type: none"> - Review & Accept June 2020 financials - (A) - Update on WA Fiscal Policy Review - Financial Training Interest - Neighborhoods 2020 Update 	Review June financials; prepare questions if any	INFORM/ DECIDE	Nate Kaley
6:50	Anti-Racism & Equity Work <ul style="list-style-type: none"> - Seeking: Facilitators for community; for WA board; and non-profit specific, policy expert to review bylaws - WA Anti-Racism Commitments on website 	Read cover memo, prepare any questions/concerns	INFORM/ ASK	Cyndi
7:00	Bylaws Review 2.0 <ul style="list-style-type: none"> - Share any issues or concerns for note, not discussion - Call for Task Force volunteers - Intention to vote on approving changes that do not require membership vote (requires 2 week notice) 	Review bylaw, read cover memo, prepare any questions/concerns	INFORM/ ASK	Cyndi
7:10	Special Meeting & Committee Chairs <ul style="list-style-type: none"> - Date TBD: October or November - Annual Meeting Taskforce, still interested? - Decide: Committee Chairs Election Process 	Read cover memo, prepare any questions/concerns	INFORM/ DISCUSS/ DECIDE	Kaley/ Cyndi

7:25	Reports from Acting Committees - please read reports in the cover memo. This time is for Chairs to highlight important info/to make specific asks and/or for board members to ask clarifying questions <ul style="list-style-type: none"> - Community Issues - 5 mins - Housing Issues - (A) - 5 mins - Business Association - 5 mins 	Read committee reports & mtg mins; review website tracker ; prepare Qs	INFORM/ DISCUSS	Justin Stephanie Katie
Outward-facing items				
7:40	Emergency Response Work <ul style="list-style-type: none"> - Funds distribution progress & status - Lyn-Lake Coalition Work - Donate if you can! 	Read cover memo, staff reports; review emergency funds tracker in packet	INFORM	Kaley
7:50	Business Relationships & Values <ul style="list-style-type: none"> - WA Values and Accountability - Worker/Employee Support 	Think about how we engage employer/biz value issues, problematic stances & abuse accusations	DISCUSS	Aldona/ Brigid
8:10	Board Tracker & Volunteer Sign-Ups	Review board tracker /update	DECIDE/ INFORM	Aldona/ Brigid
8:20	Announcements, next steps <ul style="list-style-type: none"> - Other topics for future consideration - Staff/board connections - Communication channel discussed in August - Other announcements for the good of the whole 		DECIDE/ INFORM	All
8:30	Adjourn	Be well.	BYE!	All

Next Board Meeting: Thurs. Aug 27, 2020, 6:00-8:30pm (TBD)

Mission Statement: The Whittier Alliance is dedicated to building a flourishing and distinctive neighborhood

Strategic Plan Focus Areas: Community Building, Housing, Support for Small Businesses and Other Organizations, & Organizational Sustainability

Agenda Code Key:

(A) = Attached in board packet

INFORM = No action needed, just a general update

DECIDE = A vote or decision is expected

ACCEPT = Report received and accepted

DISCUSS = Topic for general discussion

ADVANCE = An action is needed from a different body, recommended action optional



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.

- Have fun!
- All meetings begin and end on time.
- All meetings will begin 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.
- First assume good intentions. Acknowledge that everyone has something to learn and something to contribute. Operate with an open mind, ask questions, actively listen to each other, and weigh all opinions. Seek understanding first before agreement or disagreement, and make no judgmental statements.
- Raise your hand to speak, wait for the Chair to call on you, and speak succinctly to allow for further conversation. Allow for people who have not had a chance to speak yet to contribute their thoughts if you have already spoken, and prioritize giving time to voices of historically underrepresented people, populations and / or communities.
- Avoid acronyms or other language that may not be familiar to everyone.
- In the event a motion is made and there is debate on said motion, it is the Chair's prerogative whether to invoke procedure from Robert's Rules of Order to guide the debate. If that happens, the Chair will allow for 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.
- Keep the conversation focused on issues, not people, and do not criticize those who are absent.
- Keep confidential information confidential.
- Talk about meeting issues at the meeting, not in the parking lot afterwards.
- Put all cell phones on silent and turn off and personal electronic recording equipment for the duration of the meeting.
- Electronic recording of Whittier Alliance meetings that is not approved by the Whittier Alliance in advance of a meeting is prohibited from call to order to adjournment. Social media posting or other external communication by attendees must be focused on the content of presentations, not on individuals in the room, and must be consistent with other portions of this Standard of Conduct Policy.
- If needed, the Chair has authority to remove any person or animal from the meeting who violates the Standard of Conduct Policy or otherwise disrupts the meeting.
- The Whittier Alliance sign-in sheets and membership list will not be shared or sold to individuals, organizations or businesses.

Non-discrimination and Anti-racism policy

The organization's service to the community is unrestricted based on considerations of disability, national origin, race, color, creed, gender, gender identification, age, religion, marital status, sexual orientation or identification, and status with regard to public assistance or immigration status. The Whittier Alliance strives to be inclusive in all its activities of all persons. All chairs, facilitators and participants of Whittier Alliance meetings will prioritize the voices of historically underrepresented people, populations and / or communities; will not promote or tolerate racist, xenophobic, sexist, misogynistic, homophobic, transphobic, or other violent comments or language; will seek to teach all members anti-racist, equity-driven and inclusive approaches to community and neighborhood work in Whittier.

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.