

**District Councils Collaborative of Saint Paul and Minneapolis
Governing Council Meeting**

Central Corridor Resource Center (old Lexington Library)
1080 University Ave W, St. Paul
Wednesday, April 14, 2010

Chairing the Meeting: Anne White

Recorder: Karen Inman

Staff Present: Carol Swenson, Executive Director

Visitor: Linda Jungwirth, Aide to Commissioner Janice Rettman

Roll call:

Member Organizations	Representatives	Present and Voting
District Council 6 (North End, South Como)	Bill Lipkin	Present
District Council 7 (Frogtown)	Karen Inman	Present
District Council 8 (Summit-University)	Steve Wilson	Present
District Council 11 (Hamline-Midway)	Steve Samuelson	Present
District Council 12 (St. Anthony Park)	Mark Nelson	Excused
District Council 13 (Union Park)	Anne White	Present
District Council 14 (Macalester-Groveland)	Jack Fei	Present
District Council 16 (Summit Hill Association)	Adam Vetvick	Present
District Council 17 (Capitol River)	Ellen McPartlan	Present
PPERRIA (Prospect Park-East River Road Improvement Assoc.)	Phil Anderson	Present
SECIA (Southeast Como Improvement Association)	Lynn Anderson	Present
Marcy-Holmes	Doug Carlson	Excused
Cedar Riverside-West Bank Coalition	Tim Marass	Absent
University of Minnesota Area Community	Ron Lischeid	Present
	Alternates	
District Council 6 (North End, South Como)		
District Council 7 (Frogtown)	Anthony Fernandez	
District Council 8 (Summit-University)	Tim Jorissen	
District Council 8 (Summit-University)	Woody Erickson	
District Council 10 (Midway-Como)	Tony Hainault	
District Council 11 (Hamline-Midway)	Mike Dean	
District Council 12 (St. Anthony Park)	Renée Lepreau	
District Council 13 (Union Park)	Sheila Sahu	
District Council 14 (Macalester-Groveland)	Joel Clemmer	
District Council 16 (Summit-Hill)	Tim Parnas	
District Council 17 (Capitol River)	Andrew Schlack	
PPERRIA (Prospect Park-East River Road Improvement Association)	Susan Larson-Fleming	
SECIA (Southeast Como Improvement Association)		
Cedar Riverside (West Bank Community Coalition)	Andrew Lee	
Marcy-Holmes		
University District		

The meeting was called to order at 7:08 pm.

Approve agenda: A motion was made by Steve Wilson, and seconded by Steve Samuelson, to approve the agenda. Approved.

Approve March minutes: Phil Anderson made a motion, seconded by Ron Lischeid, to approve the minutes from the March meeting. Approved.

Approve correction to February minutes: Steve Wilson moved, and Steve Samuelson seconded a motion to correct the already approved February minutes to reflect approval of the January financials, which was omitted from the minutes.

March Financial Report: Carol and Ron reported on the financials. There are no unusual expenses. The \$400 used for the Community Assembly was drawn from restricted funds that were donated in 2009 for the Community Summits. We do anticipate additional expenses for another work station that will be needed for the administrative assistant when he/she is hired; the budget includes an office equipment line item that will cover these expenses. We already acquired a new computer for Carol in January, so the old computer can be used by the AA. The budget shows the \$40,000 McKnight grant that was received in March. Steve Wilson made a motion, seconded by Adam Vetvick, to approve the February financial report. Approved.

Update on Administrative Assistant Hiring Process: Carol reported that she had received 45 applications for the Administrative Assistant position. She is reviewing them and hopes to start interviewing applicants soon. She will bring 2 or 3 to the Executive Committee for approval as soon as possible. Ron brought it to our attention that if the new hire is currently unemployed, there is a tax break on FICA and Social Security. Phil warned that that should not be the primary consideration in choosing an AA.

DCC Intern Projects: Carol reported on the three intern projects that are currently underway. Katie Wagoner, the Metro State intern is working on an employee handbook with input from members of the Executive committee. Greg Pates, the research assistant from the University of Minnesota, is finishing up an overview of affordable housing and land use issues from the neighborhood perspective. Carol will be scheduling meetings in the next two weeks with representatives from each member organization to gather information and comments. Meanwhile, Erin Harrington, from Hamline University, is continuing to help with preparations for meetings of the Community Agreements Coordinating Committee (CACC). The DCC has also applied for a full-time summer HECUA intern to assist with CACC work; if awarded, this will be a big help in moving the Agreements work forward.

Bylaw Amendments: Karen presented the amendment to the Committees section of the Bylaws, with revisions proposed at the February Governing Council meeting. This amendment is now ready for adoption at the annual meeting in May, and will govern the election for officers that will take place at that meeting.

Strategic Planning Committee: The committee presented a set of five goals for the DCC Work Plan for 2010-2011, that had been e-mailed with the board packet. They generated discussion about the numbering and vocabulary but there seemed to be consensus about the intent and the need. A motion was made by Karen Inman,

seconded by Bill Lipkin, to approve the Work Plan Goals as written. Approved.

Communications Committee: Ellen detailed the work that the committee is doing. She indicated that development of a pleasing, user-friendly website is the committee's first priority, and we are looking for a web developer to help put the site together. Committee members have looked at other organizations' websites, talked to web designers and their clients, and will be sending out a request for proposals to three or four vendors in the next couple of weeks. There was discussion about the purpose of the website, and it was agreed that it needed to be one where information could be added, changed and deleted easily, since one of the work goals agreed upon was the developing and dissemination of information.

Development/Fund Raising Committee: Anne reported for Steve who had to leave early. The committee has interviewed several fundraising firms and has received bids, but are continuing to look for a firm that is more appropriate for our needs.

Finance Committee: Ron reported on the Finance Committee meeting, which included a vice-president of Western Bank. The majority of the meeting was spent going through the Fiscal Management section of the Bylaws. It was the opinion of the committee that several sections should be moved to Policy and Procedures. These changes were presented to the governing council and will be voted on at the May Governing Council meeting. Carol agreed to prepare a copy of the Bylaw changes with underlined text to indicate additions and strike-throughs for language that is being removed, to be circulated to the Governing Council for approval at the May meeting. It was noted that 2/3 of the DCC membership must vote to approve a bylaw change; this means attendance at the May meeting will be critical, since we need ten representatives to approve the changes.

Nominations for Officers: The members of the Nominating Committee will be Karen Inman, Anne White and Bill Lipkin. They will be sending out an e-mail in the next few days asking for nominations for Chair, Vice-Chair, Secretary and Treasurer. Depending on how many nominations are received, they will either present a slate of officers or circulate a list of nominations for each office to be voted on at the Annual Meeting in May.

Updates on CCLRT project: The April CCMC meeting was cancelled because the Met Council is in the midst of court-ordered mediation to resolve issues with the U of M. In the meantime a bill has been introduced in the legislature to allow the Met Council to use eminent domain if the U continues to hold out.

Community Agreements Coordinating Committee (CACC): The first CACC meeting that was held the previous day. The group agreed to appoint three Co-chairs for the next few months to get the committee up and running. Anne will be one of the Co-chairs, along with Ann Jalonen, a Frogtown resident, and Chris Ferguson, a Stadium Village business owner. Anne reported that the DCC Executive Committee, realizing that the DCC was the organizer and driving force for the CACC, authorized DCC Staff (Carol, administrative assistant or volunteer) to provide support services, up to 30 hours a month for up to 6 months, to help the CACC to become self-sufficient.

The Governing Council moved to affirm the decision of the Executive Council. The motion was moved by Jack Fei, and seconded by Phil Anderson. Approved, with the caveat that this not set a precedent for the Governing Council to micromanage the staff.

Next Governing Council meeting: The next meeting of the Governing Council will be May 12, 2010.

The meeting was adjourned at 9:11 pm.

Respectfully submitted,
Karen Inman.