



Windom Community Council Monthly Board Meeting Minutes
Thursday, October 12, 2023
(Hybrid Meeting held via ZOOM videoconferencing & In-Person at 5843 Wentworth)

Attending: Michelle Hemingway Tatum (P), Becky McIntosh (T), Jamie Lieser, George Hall, Dembo Darboe, Incha Krein, Melissa Wallingford, Mary Peterson, Mario Vargas (Executive Director).

Guests: Emily Koski (City Council Ward 11 Councilmember), Jeannette Cornelius, Community Organizer (Minneapolis Federation of Teachers & ESPs (MFT 59) & Minneapolis Local Teachers Federation)

Welcome/Call to Order: Becky called the meeting to order at 7:05 pm.

City Hall Updates

- NEW Community Safety Center & 3rd Precinct Headquarters – Councilmember Koski, alongside Council Member Jason Chavez (Ward 9), and Council Member Johnson (Ward 12), introduced a legislative directive seeking critical information missing from Mayor Frey’s proposal to build a new comprehensive Community Safety Center which would include the 3rd Precinct. The legislative directive follows many public letters from Mayor Frey that did not include specific information City Council Members need to perform their legislative, policymaking, and oversight functions.
- South Minneapolis Seniors Fair: To be held on Wednesday, October 25th from 9:30 AM-2:00 PM at Pearl Park Recreation Center (414 E Diamond Lake Rd, Minneapolis, MN 55419). It will feature workshops, an elected officials panel, a resource fair, and a free lunch. The Seniors Fair is hosted by Council President Andrea Jenkins and Councilmember Koski and is collaboratively sponsored by the City of Minneapolis, Trust Inc., Comcast, Xcel Energy, and CenterPoint Energy.

Minneapolis Federation of Teachers Presentation – Janette (Guest did not attend)

Council Business

1. September Meeting Minutes – Review & Approval – Michelle

- The Executive Committee has moved the approval of the monthly meeting minutes to the beginning of the agenda in order to ensure a vote and approval so that the minutes can be posted, per our contract with the city.
- Motion: The Board entertained a motion approving the meeting minutes.
Motion: Mary
Second: Dembo
All in favor: Unanimous
Motion approved: Becky

2. 1st & 2nd Quarter CORFs (CNNF/EEF Reimbursement Requests) - Review & Approval – Becky

- The CORF (Community Organization Report Form) is the city’s reimbursement request form. For this meeting, 1st and 2nd Quarter reports are done now due to, in part, Becky, our treasurer being gone on vacation at the beginning of the year.
- The first two quarters of the year don’t reflect many expenses to submit to the city for reimbursement due to most of the expenses are tied to the Executive Director’s time which was covered by the pre-paid contract with Socios at the end of 2022.
- The first CORF to be reviewed is the NRP Program Activities #39262. Note: WCC performs activities, and the city reimburses those activities after the fact. The first sheet reflects a small request for reimbursement of \$1,914.32. The Contract period is 4.1.2012 through 12/31.2024 and the period of expenses to be reimbursed start on 1/1/2023 through 7/31/2023 which reflect an additional month into the 3rd Quarter. The second sheet or Schedule A outlines the cost categories, budget amounts expended amounts and remaining balances.
- With regards to the NRP funds in this contract, WCC will invite Stacy Sorenson to discuss how much is remaining including Program Income generated through our Home Improvement Loan Program.
- The second CORF to be reviewed is the CNNF (Community Neighborhood Network Fund)/EEF (Equitable Engagement Fund) – COM0006264. It reflects a \$3,775.29 reimbursement request for the first two quarters (January – July). This amount will change significantly in the 3rd Quarter due to the Executive Director’s time now billable to WCC. The CNNF fund budget amount is 10,065.64 and the EEF fund budget amount is 10,016.14. The total under the COM0006264 contract is \$20,081.78. Schedule A is identical to the NRP fund contract CORF. Both Schedule A forms show how much is spent and how much remains in each budget line item and if WCC needs to access its general operating budget to meet funding needs. There are items that cannot be charged to the NRP and the CNNF/EEF expense budgets.



- Motion: The Board entertained a motion approving the CORF to be submitted for reimbursement.
Motion: Jamie
Second: Mary
All in favor: Unanimous
Motion approved: Becky
- 3. January – June 2023 WCC Financial Statements – Review & Approval - Becky**
 - Sheet 1: Profit and Loss Statements – Quarter 1 always shows an excess of funds due to the timing of reimbursement from the city coming from the last quarter of the previous year.
 - The Profit and Loss statements are broken down by Quarter 1, Quarter 2 and Total Amount. The Community Garden Expense was a collection of fees and donations to the program called a Garden Reserve. The funds were allotted out when WCC turned over the ownership of the garden to a volunteer group.
 - Sheet 2: Balance Sheet – The WCC organizational financial assets are outlined in columns Quarter 1, and Quarter 2. They reflect amounts that are currently deposited in the WCC bank accounts. The total is \$51,049.71 which will reflect a lower balance end of 3rd Quarter and 4th Quarter. WCC has various bank accounts including a Debit Card, Checking, Savings, and a PayPal. These accounts don't generate much interest.
 - The Board discussed ways for us to generate higher interest on the funds sitting in our accounts which is difficult due to the types of vehicles currently holding our monies.
 - Sheet 3: Profit and Loss Statements by Funding Source. This sheet shows the various City of Minneapolis funding sources by contract including CNNF, EEF and we've included the General Funds section which is WCC's general operating fund budget, or our bank account funds which are non-discretionary and can be spend any way WCC wishes.
 - Motion: The Board entertained a motion approving WCC's 1st and 2nd Quarter Financial Statements.
Motion: Dembo
Second: Mary
All in favor: Unanimous
Motion approved: Becky.
- 4. Board Officer Elections – Mario**
 - Per the Board's Policies and Procedures:
 - Board Officer elections are conducted within the Board and do not require outside (member) voter engagement. Officers and the Member-At-Large serve at the pleasure of the Board for 1-year terms.
 - Board Members can self-nominate or be nominated to serve as officers of the organization. There are four officers including the President, Vice President, Treasurer, and the Secretary. A Member-At-Large serves on the Executive Committee to break a tie should one be needed at the Board Officer level.
 - Serving as Board President is Michelle Tatum, and she is interested in remaining in the role. The Board Vice President role is vacant. The Board Treasurer role is being exercised by Becky McIntosh who is also interested in remaining in the position, the Board Secretary position is vacant. The Board Member-At-Large is being served by Dembo Darboe who is interested in remaining in the role.
 - The Board moved to accept nominations for Board President position.
 - Michelle self-nominated to continue in the role.
 - With no one interested in challenging Michelle (incumbent), the seat went uncontested, and Michelle was re-elected to the role by a majority of the Board.
 - The Board moved to accept nomination for Board Vice President position.
 - Jamie self-nominated to execute the role.
 - With no one interested in running against Jamie, he was challenged and was elected to the role to the role by a majority of the Board.
 - The Board moved to accept nominations for Board Treasurer position.
 - Becky (incumbent) self-nominated to continue in the role.
 - With no one interested in challenging Becky, the seat went uncontested, and Becky was re-elected to the role by a majority of the Board.
 - The Board moved to accept nominations for Secretary position.
 - Melissa self-nominated to continue in the role.
 - With no one interested in running against Melissa, the seat went unchallenged, and Melissa was elected to the role by a majority of the Board.



- The Board moved to accept nominations for Member-At-Large position.
 - Dembo self-nominated to continue in the role.
 - With no one interested in challenging Dembo (incumbent), the seat went uncontested, and Dembo was elected to the role by a majority of the Board.
- The Executive Committee has the exclusive responsibility of managing the contractor and staff, set the monthly agenda and ensure Board members are engaged. It does not have the power to act on behalf of the Board as a whole.
- General Board members cannot serve more than 3 consecutive 2-year terms and a total of 6 years.

Committee Updates

- **Committees:** At the November meeting, the Board will elect WCC Board Committee Chairpersons for each of the Standing Committees which include.
 - ✚ Safety and Health Committee –Michelle is serving on an interim basis as the chairperson.
 - ✚ Community Development – Dembo is the current chairperson.
 - ✚ Environment & Land Use – Becky is the current chairperson.
 - ✚ Outreach & Engagement – Michelle is the current chairperson.
 - ✚ Fundraising – Vacant in membership and leadership.
 - ✚ Each committee is guided by a Committee Charter. Ideally each committee will meet and bring recommendations to the Board for discussion and approval to move on.
 - WCC needs the committees to start meeting regularly and post both agendas and meetings. The neighborhood is then informed of the committee meeting schedule and invited to attend and participate.
 - Business engagement discussion: WCC will invite Roger Worm to look at ways to engage our local businesses.

Announcement: 4th Annual Halloween on Harriet Event – Saturday, October 28, 2023, from 2 pm – 5 pm.

- This event is organized by parents of the Windom School PTO. It is a fundraiser that gets matched by the companies that employ some of the parents through a dollar-for-dollar match. In the future, it could be an event that extends beyond Harriet Avenue to other parts of the Windom neighborhood to make a large engagement and fundraising impact. WCC will promote the event on its website and social media.

Meeting adjourned at 8:30 PM