

CARAG
Calhoun Area Residents Action Group
Monthly Neighborhood Meeting Minutes
19 MAY 2009

Approved at the June 2009 CARAG Meeting

Board Members Attending: John Darlington, Brendan Jordan, Anna Matthes, Maren Nowicki, Aaron Rubenstein (President), Scott Schiefelbein, Pamela Taylor and Howard Verson
Absent: Jeff Forester

Agenda:

The meeting was called to order at 7 p.m. with introduction of CARAG Board members. Motion, Seconded to approve the agenda after striking agenda item '3405 Variance (Vote)' under the Zoning Committee Report. Agenda approved.

Bryant Square Park Update: Julie Sandin

Sandin reported that the BSP Concert Series Kick-off will be held June 2. Concerts are scheduled for Tuesdays and Thursdays from 7 to 8:30 p.m. The wading pool at BSP will open June 9. The BSP Ice Cream Social will be held July 10. There will be two youth baseball leagues this summer. Outdoor movies at BSP will be shown the first three Thursday evenings in August.

Community Input and Announcements - none

Pizza Luce Block Party: Laura Hanson and Colin Hanks

Hanson announced that the Pizza Luce Block Party will be held on August 8 from noon to 10 p.m. and sought the neighborhood's approval. Motion, Seconded for CARAG to support the Block Party. Motion approved.

Metro CERTs: Diana McKeown

McKeown spoke about the Metro CERTs (Clean Energy Resource Teams) Network, which helps connect, provide support for, and increase the effectiveness of local efforts in conducting community energy efficiency and conservation projects across the metro region. The CERTs Network provides organizational assistance to groups in project planning and provides direction in terms of resources, grants and incentives that may be available. Jordan stated that the CARAG Transportation and Energy Committee would like CARAG to consider becoming a CERTs Network affiliate.

Minutes

Motion, Seconded to approve CARAG meeting minutes for March and April. Motion approved with one correction to April minutes about the period for public comment regarding the Lyn-Lake Small Area Plan. Motion, Seconded to approve the May 4 Special Board of Directors meeting minutes concerning the Uptown Market (UM). Motion approved with the clarification that CARAG is required to own the Market, with the UM be established as a CARAG committee, in order for the Market to qualify for coverage under CARAG's insurance policy. CARAG's ownership of the Market would be governed by a Memorandum of Understanding (MOU) between the two entities with CARAG ownership to continue through December 31, after which the agreement will be re-visited. Minutes approved.

Treasurer's Report: Anna Matthes

- Matthes reported that the CARAG Operations Account Financial Report showed a balance of \$7,836.10 in bank accounts and \$10,895.37 in asset accounts.
- The 27th Annual Hennepin Lake Community Wine Tasting: Pam Price announced the annual wine-tasting event, which will take place at Lake Street and Girard Avenue on Wednesday, June 10, from 5 to 9 p.m. The event is sponsored by Hennepin-Lake Liquors, Cowboy Slim's, Stella's Fish Café and Great Clips. Tickets are \$25 in advance and \$30 at the door. Advance ticket sales benefit CARAG directly; proceeds from tickets sold at the door will be split between nine neighborhoods: CARAG, LNA,

EIRA, CIDNA, ECCO, LHENA, LHRI, KIAA and the Whittier Alliance. Volunteers are needed for the event and to sell tickets. Contact Pam Price at pprice@visi.com or 612-990-5890.

- CARAG Multi-year Financial Plan: Matthes presented a report outlining actual spending for fiscal years 2005 through 2007. Scott Engel (CARAG Executive Coordinator) discussed the Plan and spoke about options that CARAG might pursue in terms of fund-raising in order to reduce expenses and increase revenue: increase revenues derived from existing events such as the CARAG Super Sale; establish a new CARAG event; initiate sales of CARAG-related items, such as t-shirts or mugs; solicit direct contributions from neighborhood residents; seek foundation or city grants; employ the Uptown Market and/or Uptown Neighborhood News as focuses for fund-raising activities. Several specific suggestions were advanced, such as an indoor CARAG 'garage sale' based on resident donations, a silent auction for items donated by neighborhood businesses, and a possible 'Taste of Uptown' event in conjunction with the Favor Cafe (913 West Lake Street).

Uptown Neighborhood News (UNN) Treasurer's Report: Jill Bode

Bode reported that the UNN Balance Sheet shows assets of \$5,101.54 and liabilities of \$1,181.76, with equity totaling \$3,919.78 as of May 19, 2009, with total equity at \$3,919.78. Net profit from the May issue of UNN totaled \$161.30. Previous years' revenues continue to help cover UNN operating losses. Efforts continue to increase revenue. Three meetings have been convened to address development of a marketing plan for UNN. A new print vendor has been engaged for the June issue of UNN. Ideas advanced include a promotional postcard mailing and increased UNN visibility at local events.

Uptown Market: Brendan Jordan

There was discussion followed by a vote concerning the following UM documents: Uptown Market Accounting Procedures, Memorandum of Understanding (MOU) between CARAG and the Uptown Market, and Uptown Market Committee Procedures. It was decided that CARAG does not need to approve the UM Vendor Contract, however, a clause in this document regarding vendor insurance was discussed. It was recommended that the UM Vendor Contract be modified to require a certificate of liability insurance from food vendors; this would not be made a requirement of non-food vendors.

- Motion, Seconded to delete the phrase "...and recommend certificates of liability for other vendors" from the Memorandum of Understanding (MOU) between CARAG and the UM. Motion approved with 1 abstention.
- Motion, Seconded to amend UM Committee Procedures to state that any UM board member may recommend amendments to its bylaws at a UM board meeting; the UM treasurer is responsible for managing UM Accounting Procedures; UM will require certificates of liability insurance from food vendors; and all UM meetings will be open to the public and held in an accessible public venue consistent with CARAG committee procedures. Motion approved with one abstention.
- Motion, Seconded to amend UM Accounting Procedures to state that all expenditures exceeding \$250 must be signed by two signatories; the UM treasurer may delegate to the UM bookkeeper various responsibilities as outlined in steps 1 and 2 of the UM Accounting Procedures; and to strike the word "new" from the statement "All new members of the UM Managing Board will complete a CARAG Conflict of Interest Policy disclosure form." Motion approved.

With regard to CARAG's liability, Matthes will provide the CARAG Board with copies of "hold harmless" agreements entered into by other city neighborhoods for similar events. Engel will forward applicable information regarding CARAG's insurance coverage for such events. The CARAG Board will come to a decision after review of this information.

- Motion, Seconded for CARAG to approve the membership of the UM Board of Directors, with Jess Horwitz, Brendan Jordan and Roxie Speth representing CARAG on the UM Board. Motion approved.
- Motion, Seconded to establish an account for the UM at Bremer Bank with Horwitz, Jordan and Speth as signatories to the checking account. Motion approved.
- Motion, Seconded to amend the draft of a Memorandum of Understanding (MOU) between UM to designate CARAG as applicant for the City permit. Motion approved.

Zoning Committee Report: Aaron Rubenstein

Rubenstein distributed a letter drafted on behalf of CARAG regarding the proposed development at Knox Avenue and Lake Street. Motion, Seconded to approve the letter with copies directed to the EIRA, ECCO and LHENA neighborhoods. Motion approved with 1 opposed and 1 abstention.

Rubenstein noted that the Lyn-Lake Small Area Plan (LSAP) was approved by the City Planning Commission by a 5-3 vote. It was noted that a section of CARAG located south of Lake Street between Lyndale and Dupont Avenues was extracted from the LSAP because it falls within the boundaries of the Uptown Small Area Plan.

NRP Update: Scott Engel

Engel reported that each neighborhood needs to choose an elector and an alternate for participation in the selection process of neighborhood representatives to the Neighborhood and Community Engagement Commission (NCEC). Mark Hillyer was chosen as CARAG's elector by acclamation, with Pamela Taylor as alternate.

Uptown Association (UA) Update: John Darlington

Darlington stated that due to time constraints, he would submit his report to the CARAG Board via email.

CARAG Annual Meeting Date: Aaron Rubenstein

The CARAG Annual Meeting, set for September 16 at Bryant Square Park, faces a scheduling conflict as this date has been reserved at BSP for a meeting in connection with Instant Run-off Voting (IRV).

Executive Coordinator's Report: Scott Engel

Engel reported that his goals and objectives had been established at the meeting of the CARAG Personnel Committee on April 23: update CARAG website, build E-Update mailing list, work with Anna Matthes on development of the CARAG Phase II Action Plan, coordinate CARAG neighborhood activities and manage its NRP projects.

Community Engagement Committee: Scott Schiefelbein

The mission statement of the CARAG Community Engagement Committee was approved as follows: 'To serve as a catalyst to engage community stakeholders (renters, homeowners, landlords and businesses) in the health, welfare and longevity of the CARAG neighborhood.' The next meeting of the CE Committee will be June 9 at 6 p.m. at Bryant Square Park.

Adjourn

Motion, Seconded to adjourn at 8:55 p.m. Approved.

Minutes recorded and submitted by Maren Nowicki