



415 Ethel Ave SE
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**ECA Board Meeting
Sept. 13, 2021 @ 6-7pm**

<https://us02web.zoom.us/j/84820630473?pwd=ZGEzTXBVV1hEREw4T1ZFM3puSjlvZz09>

Meeting ID: 848 2063 0473

Passcode: 552842

Minutes

1. Welcome & Call to Order (President, 2 min.)

- Meeting started at 6:03 p.m. with Board member and guest introductions.

2. Approval of the Agenda & Minutes (2 min.)

- **Motion** by Rion Hollenbeck. **Seconded** by Pamela Goderski.
 - *Motion carried unanimously - Agenda & Minutes approved.*

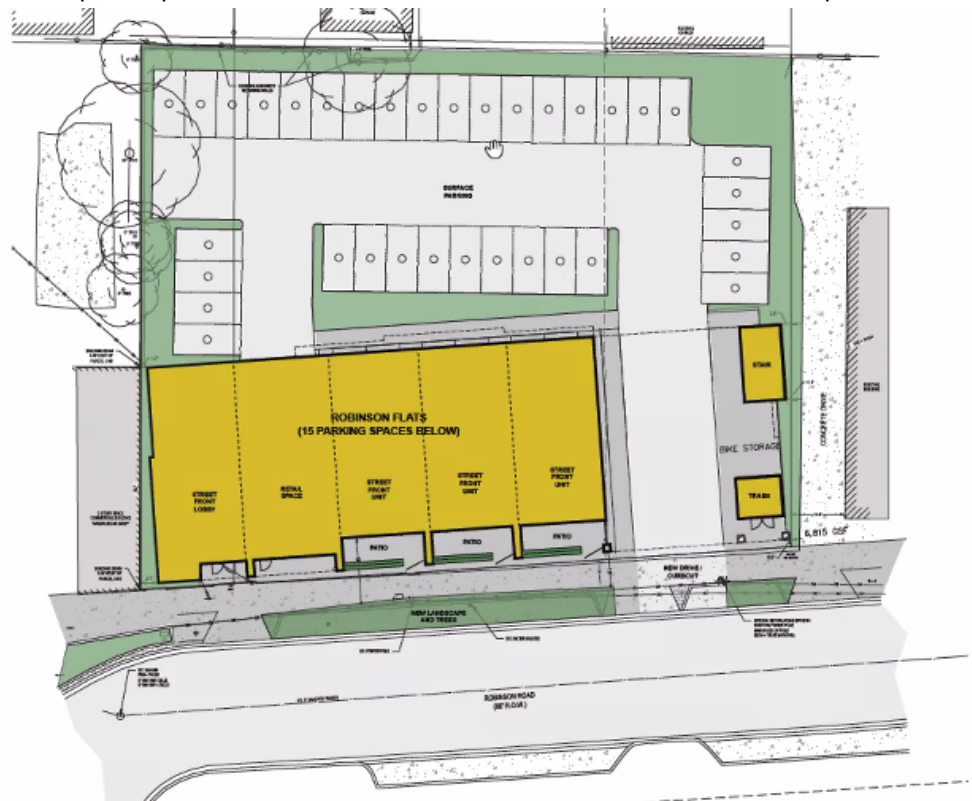
3. Guest Introduction(s)

- Wheeler Development (15 min)
 - Ryan Wheeler
 - Jason Wheeler
 - Matt Christie - Gafari
 - Michael Lubbers - Gafari
- Robinson Flats Design Review
 - Design team took feedback and input from residents as well as design elements from current buildings and similar buildings
 - Updated the design of the building, materials, etc per the feedback from the residents including more brick, reference to materials used in near-by buildings

(Kingsley, etc.)



- Next step with power is to meet with Consumers to determine next steps



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- Parking is under the building and surface behind the building, which part of the cost is desired to be recouped through the brownfield dollars.
- East side of the building is a full structure, housing stairs, bike storage and trash, to be offset from the drive for the Easttown Salon
- West side will be right up to Argos bookstore.
- Wheeler is asking the ECA board for a letter of support for the brownfield development application in the near future
- Board Discussion
 - Dakota would like to see a decision being made in the next week or so.

- Pamela appreciated that the Wheeler group has responded to neighborhood feedback
 - Retail change and aesthetics
 - Concerns around the added residential and density
- Michael stated the following should be considered
 - The development is done by-right
 - The letter of support is for Brownfield funding, to offset the cost
 - Assuming the development is going to happen, getting the brownfield
- Rion supported Michael's statement and brought up the idea that the **
- Question was raised around whether they will get the money regardless of the letter of support
- Emma brought up the concerns around traffic
 - 90% of the feedback we got was negative, but that was a small subset of people
- Brigid stated that the development group HAS responded to the community feedback, and we should provide that information in our communication should the letter be approved.
 - Part of the communication should include the overall concerns around development, growth, etc.
- Dakota stated that the board can post information on Facebook with the updates, but ultimately it is the boards responsibility as elected representatives of the neighborhood to make the decision
 - Keep it simple with the new design and the changes that were made
 - The community engagement from Wheeler has been very good, from the perspective of a person engaged with developers regularly
 - The site is contaminated, so clean-up will be good.
 - 120 income-restricted units will be going in the neighborhood in the next 2 years
 - GR needs 9000 more units of housing in the next 5 years
- Noah stated that this is the third development by the same developer, so that level of commitment is good.
- Straw poll
 - Dakota - yes
 - Pam - maybe
 - Noah - Yes
 - Brigid - yes
 - Liz - Yes
 - Staci - abstention
 - Michael - yes
 - Christian - yes
 - Rion - yes
- Robinson Road advocacy should be an offshoot of this project. This could be included in the communication.
- **Motion** to write a support of letter specifically for the brownfield application made by *Noah Joesph*, **Second** by *Staci Rickman*
 - Dakota - yes
 - Pam - yes
 - Noah - Yes
 - Brigid - yes
 - Liz - Yes
 - Staci - yes
 - Michael - yes

- Christian - yes
- Rion - yes

4. Financial Report (Treasurer, 5 min.)

- According to the July August Financial Statement, there is a net revenue of \$9,948 (compared to \$7,030 in July and -\$20,700 at this same time last year) as of August 31, 2021. There is a cash balance in the bank accounts totalling \$73,989 (compared to \$70,472 in July) as of Sept. 8, 2021.
- Bizarre Bazaar net revenue currently stands at \$9,172 compared to \$10,137 in 2019. To-be-collected: \$1,000 Uptown sponsorship, Imperial keg deposit (~\$100), pending pickup. Remaining due: \$TBD Aquinas table replacement, pending invoice. A trip and fall complaint has been sent to the ECA for this event. Emma is working with the insurance company on next steps.
- There was a slip-and-fall claim filed by a person who attended BizBaz. Emma is working with the insurance company.
- Canceled Streetfair net revenue currently stands at \$6,200. To-be-collected: \$1,500 Uptown sponsorship. Remaining due: \$2,500 Triumph Music Academy, \$1,500 band fees. Eastown Financials \$1,500 sponsorship will be moved to 2022.
- The FY 2021 CDBG closeout was completed on July 6. Emma will review CDBG processes with Steven.
- ECA's Annual Appeal fundraising campaign starts in November leading up to Giving Tuesday on Nov. 30. The ECA will also be hosting a virtual Streetfair fundraiser on Nov. 30, 2021. Emma will review the Annual Appeal process with a Board member.
- A PPP2 Loan forgiveness application was submitted on 9/8/21 in the amount of \$9,950.

5. Operating Updates (Executive Director, 5 min.)

- Rion will be taking over Newsletter as part of transition

6. Succession Planning (15 min.)

- Emma's Last Day
 - Emma is leaving as the ED of the ECA
 - Last day is October 1, 2021
 - Steve is taking over the financials
 - Rion is taking over graphics and Newsletter
 - Dakota and Staci have been working through transition details, etc.
 - Goodbye celebration before the 1st
- Job Description
 - Discussed the fact that the workload of the EC is really too much for one person
 - The EC decided we would like to contract an event planner for the 2 big events (BizBaz/Streetfair)
 - Decision was to ensure the EC can focus on the community engagement
 - Uptown Inc. is also looking to hire an event planner for their events, so there may be some collaboration opportunities there.
 - Desire to have a board vote to approve the job description such it can be sent out to a targeted list (initially) to ensure there is a good opportunity for underserved populations.
 - Another change was to remove the requirement for a degree, although it would be preferred.
 - There are concerns around the amount of work and the salary/benefits package.
 - There is precedence for increasing salary following positive movement in grant management and fundraising.
 - **Motion** by *Pamela Goderski* to approve the Executive Director job description. **Seconded** by *Noah Joseph*.

- *Motion carried unanimously - 2021 EC Job description approved*

7. Annual Appeal/[Virtual Streetfair Event](#) t (10 min.)

- 3-tier sponsorship and vendor event
- This will be a virtual event, and logistically being driven by great work from James
- Regardless of how much we make, it is more than we would have made with the cancelled streetfair
- Plan is to connect this to the Giving Tuesday campaign!
- The event will be interactive and very streetfair-like

8. Committee Updates (2 min. ea.)

Executive Committee (Staci)

- The main item has been around Emma Transition activities - see above
- Looking for volunteers for succession planning
 - Brigid is volunteering to help with interviews and job posting
 - Details will be confirmed prior to posting

Bricks & Mortar (Liz & Christian)

- Wheeler development is the big item - see notes above

Community Engagement (Noah, Christian, Drew)

- Last month meeting was cancelled
- Next meeting is this coming Thursday

Events/Fundraising/Marketing (Pam & Brigid)

- Eastown Cozy Streetfair is the big item - see above
- Halloween event coming up in October - we are still looking for pet-related vendors
 - Forward any vendor info to Dakota
 - Many of the vendors from last year did not make it through the pandemic
 - Vendors can come and go as they need.
 - Brigid - AQ can provide dog bowls and a cardboard cutout of Nelson, the dog mascot

Garden (Mike)

- Thanks to Brigid and the AQ team for the volunteers and work in the garden
- The committee needs a truck to haul away some yard waste, etc.
- Suggestion from Pamela is to plant garlic in the fall for the garden

Uptown (Dakota)

- Uptown ran out of money for the facade improvement grant as they had a lot of uptick in the Cherry St. corridor.
- Money for public art is also available.
- Voted to provide funds to the EBA

EBA (Steven)

- Steven not in attendance - Emma was not at the latest meeting
- Crime prevention activities through GRPD are still available and in progress

9. Other Business/Action Items

- White accountability work
 - Staci will be sending an email with details to those that signed up for the program
 - We will be doing things slower given the EC transition, etc.

- Request is to have folks go into their account and look around, work through the foundations modules.
- More detailed plan to be forthcoming.

10. Adjournment

- Meeting adjourned at 7:25 p.m.

Next Meeting Date: October 11, 2021 @ 6pm

In attendance: (7 required for quorum - Those checked were present)

- ~~Dakota Riehl-Davis, President~~
- ~~Staci Rickman, Vice President~~
- ~~Steven Martinez-Thiel, Treasurer~~
- ~~Rion Hollenbeck, Secretary~~
- ~~Brigid Avery~~
- ~~Mike Bopp~~
- ~~Gavin Cornwell~~
- ~~Drew Fisher~~
- ~~Liz Girgen~~
- ~~Pamela Goderski~~
- ~~Noah Joseph~~
- ~~Christian Verley~~
- ~~Emma Heemskerk, Executive Director~~