

## **Downtown Minneapolis Neighborhood Association**

### **Minutes from Board Meeting Tuesday, April 14, 2009 Central Public Library 300 Nicollet Mall Room 304, Minneapolis, MN**

#### **I. CALL TO ORDER AND INTRODUCTIONS**

Board Chair Carletta Sweet called the meeting to order at 6:08 p.m.

Other Board Members in attendance included Gerry Ewald; Andy Hauer; Paula Klimek, Treasurer; Corey Kline; Scott Parkin, Vice Chair; and George Rosenquist.

Guests in attendance included Carver Averbeck, Troupe; Suzanne Berndt, CSM Corporation; Tamika Brewer, U.S. Census Bureau; Michelle Bruch, *Downtown Journal*; Andrea Christenson, Colliers Turley Martin Tucker Real Estate; Council Member Lisa Goodman, 7<sup>th</sup> Ward, City of Minneapolis; Aaron Hagar, consultant to the East Downtown Council; downtown resident Michael Katch; Doug Nathan, Minnesota Center for Book Arts; and Carina Ruhlandt, Salvation Army Harbor Lights.

Staff member Christie Rock was also present.

#### **II. CONSIDERATION OF THE AGENDA**

Staff member Christie Rock requested that approval of the IRS Form 990 be added under the financial report. Carletta Sweet requested that consideration of appointment of new board member under new business.

*Hauer moved and Klimek seconded the motion to approve the amended agenda. Sweet called for discussion. The motion passed.*

#### **III. 2010 CENUS PRESENTATION**

Carletta Sweet introduced Tamika Brewer from the U.S. Census Bureau. Brewer gave a presentation on the 2010 Census. She began by distributing informational folders and some marketing materials including a recyclable grocery bag, water bottle and pens. She indicated the 2010 theme is "Everyone Counts." Brewer reminded everyone that the Census is mandatory.

Brewer stressed the importance for the Census Bureau to work in partnership with neighborhood organizations, businesses, churches, and schools, to accomplish the census

process. She described the process as very simple. The 2010 Census will use a shorter form than previous years. It only asks 10 questions. Brewer noted that the upcoming Census is very significant, because it affects / impacts apportionment in the U.S. House of Representatives. Minnesota is in danger of losing a seat.

Brewer indicated that the Census Bureau is looking for employees and volunteers to assist with the 2010 Census. There will be a Downtown Census Bureau office located on N. 3<sup>rd</sup> Street.

Once the count is complete, Census data should be available in the spring of 2011.

For more information about the 2010 Census, go to <http://2010.census.gov/2010census/>.

#### **IV. MINNESOTA CENTER FOR BOOK ARTS PRESENTATION**

Carletta Sweet introduced Doug Nathan from the Minnesota Center for Book Arts. Nathan is seeking a financial contribution from the DMNA for the 2009 Book Art Biennial MCBA Award. The event takes place on July 25, 2009.

Nathan indicated that this award is new in the field of book arts. It is the first in the United States to recognize book art from across the field and around the world. The MCBA Prize celebrates the diversity of book art and encourages discussion rather than limiting recognition to one aspect of this vital field.

Nathan stated that distinguished panel of jurors, leaders in the field of book arts, reviewed over 110 submissions from 10 countries around the world. Five selected finalists will be on display at MCBA during Book Art Biennial, with the announcement of the winning work at this evening's award ceremony.

Nathan noted that MCBA has secured award sponsorships from the Hennepin County Library, Friends of the St. Paul Library, the City of Minneapolis, and Ryan Companies. The sponsorships help underwrite the costs of the event. MCBA has raised \$6,000 toward the total cost of the event, which is \$10,000.

The DMNA did not take action on the sponsorship request at the board meeting.

#### **V. LAND USE COMMITTEE REPORT**

- *10<sup>th</sup> and Hennepin Avenue Project* – The Alatus Partners presentation is postponed until May.
- *225 3<sup>rd</sup> Avenue South (The Milwaukee Depot)* – CSM Corporation is seeking a request for certification of appropriateness to approve amendment to original sign master plan. Suzanne Berndt from CSM gave the presentation on the

land use application. She indicated that CSM would like to add some additional information and directional signage to the Milwaukee Depot property to improve vehicle and pedestrian way finding. Berndt provided several visual aids to indicate where the new signage would be positioned on the property, as well as what the new signage would look like.

*Rosenquist moved and Klimek seconded a motion to approve CSM Corporation's request for certification of appropriateness to approve amendment to original sign master plan. Sweet called for discussion. The motion passed.*

## **VI. CRIME AND SAFETY UPDATE**

George Rosenquist gave the Crime and Safety report. He mentioned the following:

- Court Watch meetings continue.
- First Precinct Quarterly Safety Forums. First meeting scheduled for Monday, April 27, from 7:00 p.m. to 8:30 p.m. Discussion regarding livability and nuisance crime issues in the Downtown neighborhoods.
- First Precinct Open House.

## **VII. 7<sup>TH</sup> WARD UPDATE BY COUNCIL MEMBER LISA GOODMAN**

Council Member Lisa Goodman reported on the following items:

- Lunch with Lisa scheduled for Wednesday, April 22. Speakers include citizen's serving on City of Minneapolis boards and commissions.
- "News Bytes." Monthly e-newsletter. Call Lisa's office to get on the email list.
- First Precinct Quarterly Safety Forums.
- Trees for Minneapolis residents.
- Spring street sweeping.
- Minneapolis Police Department officer feedback form available online.
- Hennepin Avenue conversion project.
- 12<sup>th</sup> Street reconstruction.
- Bike Share program.
- The Sexton Condominiums.

## **VIII. NRP IMPLEMENTATION REPORT**

Staff member Christie Rock noted that the NRP Policy Board will consider the DMNA Phase II Plan Review at its meeting scheduled for Monday, April 27, at 4:30 p.m. Once

the NRP Policy Board receives and files the review, the DMNA can begin to plan for Phase II NRP.

In addition, Andy Hauer gave an update on the Mill District Streetscape Project.

## **IX. MARKETING UPDATE**

Scott Parkin gave an update on the DMNA Web site. He indicated that minutes are now available. He is working with Sassafrass Design to add meeting agendas and an events calendar. Parkin also discussed the DMNA email list and the process for updating. Paula Klimek expressed a willingness to help with maintaining and managing the email list. He suggested that the DMNA needs a Facebook site, and talked about using Twitter to promote DMNA events and activities. Lastly, Parkin talked about the DMNA brochure.

## **X. CONSIDERATION OF MINUTES FROM MARCH 10, 2009 BOARD MEETING**

*Hauer moved and Ewald seconded a motion to approve the March board minutes. Sweet called for discussion. The motion passed.*

## **XI. CONSIDERATION OF APRIL 2009 FINANCIAL REPORT**

Prior to presenting the April 2009 Financial Report, staff member Christie Rock asked the board to consider whether it wanted to contribute \$1,000 to 2010 Partners in 2009.

The DMNA supported 2010 Partners in 2008 with a \$1,000 donation. There was discussion among the board members regarding the work of 2010 Partners and the organization's 2008 accomplishments, and whether there is value in making another contribution this year.

*Klimek moved and Kline seconded a motion to contribute \$1,000 to 2010 Partners. Sweet called for discussion. The motion passed.*

Rock presented the April Financial Report.

*Parkin moved and Hauer seconded a motion to receive and file the April Financial Reports. Sweet called for discussion. The motion passed.*

Rock presented the IRS Form 990. NRP contract accountant Mike Wilson prepared the 990 with assistance from Rock. The DMNA needs to file the form with the IRS by May 15.

Rock also presented the Minnesota Charitable Organization Reporting Form. NRP contract accountant Mike Wilson prepared the form with assistance from Rock. The DMNA needs to file the form with the State, along with a \$25 fee, by June 15.

*Ewald moved and Klimek seconded a motion to approve the IRS Form 990 and the Minnesota Charitable Organization Reporting Form, and to approve the State of Minnesota \$25 filing fee. Sweet called for discussion. The motion passed.*

## **XII. OLD BUSINESS / NEW BUSINESS / OTHER BUSINESS**

- *Telephone* – Discussion continued regarding vacating the HCA office space. Gerry Ewald indicated he had researched several voice mail to email services, but thought that eVoice offered the best value. The price varies depending on the amount of voice mail time.

*Klimek moved and Parkin seconded a motion to secure voice mail to email service with eVoice.*

Staff Member Christie Rock will contact eVoice to get the process started.

*Office Space* - Staff member Christie Rock suggested that the DMNA should keep the HCA office space one more month in order to determine what to do with the office furniture and equipment, and office files. Andy Hauer confirmed that the DMNA has meeting space reserved at the Central Public Library through the end of the year.

*Parkin moved and Klimek seconded a motion to pay one more month's rent at the HCA, but to vacate the space as of 5/31/09. Sweet called for discussion. The motion passed.*

Staff member Christie Rock will notify the HCA management of the DMNA's intention to vacate the space as of 5/31/09. Sweet indicated that she would contact other Downtown nonprofit organizations that might have an interest in the DMNA office furniture and equipment.

*Mail Service* - George Rosenquist stated that he had spoken with the manager at the UPS Store located in City Center regarding a private mailbox with a street address. He suggested that the DMNA consider an initial short-term contract (three months) to determine whether it likes the service. Staff member Christie Rock will contact the UPS Store to get the process started.

- *Outreach and Collaboration updates* – Sweet asked board members to report from their respective outreach and collaboration groups.

- *Consideration of appointment of new board member* – Scott Parkin introduced Andrea Christenson to the board. She works for Colliers Turley Martin Tucker Real Estate. She is very excited about the possibility of joining the DMNA board. If appointed, Christenson would serve the remaining eight-months of Natasha Heimer’s term.

*Parkin moved and Ewald seconded a motion to appoint Andrea Christenson to fill the remaining eight-month term of Natasha Heimer. Sweet called for discussion. The motion passed.*

**XI. Adjournment**

There being no further business, the meeting adjourned at 8:10 p.m.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary