

from time to time be prescribed by the Board of Directors or by the Chairperson. He/she shall be responsible for supervising the receipt, deposit and disbursement of the funds of DMNA, Inc. in accordance with the policies established by the Board of Directors.

Section 9: Responsibilities

No Officer shall in any way bind the organization to do or not to do any certain things unless expressly ratified or approved by the Board of Directors.

ARTICLE X: COMMITTEES

The Board of Directors may appoint committees by resolution and delegate to these committees such powers and responsibilities as it may from time to time deem appropriate. Any member of the General Membership is eligible to serve on and participate in these committees. All actions taken by a committee that are not explicitly granted by the Board shall be forwarded to the Board, which shall have the right to alter, accept, or reject these actions. At the time that a committee is formed, the Board shall appoint a temporary Chair and thereafter the Committee Members shall elect the Committee's Chairperson. The Board will identify the committee as either standing or temporary and shall identify the major purpose, term and tasks of that committee in writing.

ARTICLE XI: STAFF

The Board of Directors shall have the power to employ and dismiss the staff persons that it deems necessary and prudent to run the day-to-day operations of the Association. At such time that the Board should create a position it shall also prepare a description of the major duties and responsibilities associated with that position. All employees shall be paid in a manner to be determined by the Board. No employee shall have the power to act on behalf of the Board unless expressly authorized by the Board.

ARTICLE XII: SEAL, BOOKS AND RECORDS, AUDIT, FISCAL YEAR, OFFICES

Section 1: Seal

There will be no corporate seal.

Section 2: Books and Records

The Board shall keep or cause to be kept complete books of account and minutes of meetings of the Board of Directors and all committees, including a current copy of the Bylaws, and such additional records and books of account as the Board deems necessary for the conduct of the activities of the Association. A chronicle of all media publications relating to DMNA, Inc., and any items that may be of historical value shall also be maintained. These records shall be kept in the principal office located in the downtown Minneapolis neighborhood service area and will be open to inspection.

DOWNTOWN MINNEAPOLIS NEIGHBORHOOD ASSOCIATION

Minutes from the Board Meeting on Monday, April 20, 2015

Mill City Museum, 6th Floor ADM Room
710 South 2nd Street, Minneapolis, MN 55415

I. Call to Order and Introductions

Board Chair Chad DiDonato called the board meeting to order at 5:45 p.m.

Other board members in attendance were:

Nick Cichowicz
Laurie Jones, Vice Chair
Claudia Kittock
Ken Searl
Carletta Sweet, Secretary
David Tinjum
Peter Zenner, Treasurer

Staff member Joan Bennett was also in attendance; however staff member Christie Rock Hantge was absent due to the Boston Marathon.

Guests in attendance included:

Christine Anderson, Carlyle Condominiums
Eric Best, *The Journal*
John Crosby, Stone Arch Lofts
Allison McGuire, Minneapolis Department of Civil Rights
Lisa Goodman, 7th Ward Council Member
L. B. Guthrie, Stonebridge Lofts
Kyle Kingsley, Minnesota Medical Solutions
Randy Manthie, Carlyle Condominiums
Kenya McKnight, NCEC 5th District Commissioner
Nick Murname, Opus Development Company
Thomas Novak, American Trio Lofts
Kendra Parker, Minneapolis Department of Civil Rights
Matt Rauenhorst, Opus Development Company
Ernesto Ruiz-Garcia, Opus AE Group
Bob Stableski, Marcy-Holmes Neighborhood Association
Doug Verdier, RiverWest Condominiums
Brent Webb, Sherman & Associates

II. Consideration of the Agenda

Sweet moved and Jones seconded a motion to approve the April 20, 2015 board meeting agenda. DiDonato called for discussion. The motion passed.

III. Consent Agenda

Sweet asked that the March 16th minutes be amended to reflect the correct spelling of an audience member, i.e., Christine Anderson of the Carlyle Condominiums instead of Christine

Proposed Committee/Task Force of the DMNA Board

Date: 4/9/2015

Name of committee/task force: Land Use Advisory Committee

Committee/task force purpose:

The Land Use Advisory Committee will support DMNA development review by serving as a body that:

- tracks development activity/land use issues to identify and facilitate opportunities for early DMNA involvement;
- tracks and facilitates opportunities for DMNA involvement in outside land use committees and task forces;
- recommends land use priorities;
- provides technical and tactical guidance to the DMNA board;
- receives presentation on select land use issues (e.g. liquor licenses) and makes recommendations to the board; and
- leads neighborhood engagement in land use issues.

Expected duration: Indefinite

Type:

Committee Task Force

DMNA Board representation on committee/task force (recommended no greater than 3 members):

Committee membership:

Exclusive to DMNA Board Members Exclusive to DMNA Members (lives, works or owns property DT)

Open to DMNA Members and Others

- Technical or field experts who are not DMNA members may sit on the committee to provide guidance, but may not vote.

Membership recruitment strategy:

Minimum – post on website, announce at public meeting

- Call for participation will be posted on website and e-mailed to membership.
- Committee chair and board members will recruit members.
- Committee meetings will be posted on website and Facebook.

Proposed Committee/Task Force of the DMNA Board

Board-appointed temporary chair:

Meeting & decision-making process:

Recommendations will be made by consensus. When warranted, voting may be used when a quorum of members is present.

Process through which the committee will record and share committee/task force activity with the DMNA Board:

- The Land Use Advisory Committee Agenda will be shared with Board members at least 3 days in advance of meetings.
- After each meeting a narrative update that includes the items below will be e-mailed to the board:
 - A narrative summary of committee activity
 - Result of any votes taken
 - The names of committee members in attendance
 - The number of guests in attendance
- On an on-going basis, the full Board will be notified of outside requests for presentations on land use items. The DMNA Board will define parameters for the types of requests that will default to the Land Use Advisory Committee Agenda (e.g. alcohol licenses).
- The Land Use Advisory Committee will send all recommendations for letters of support or sponsorship to the Board for formal approval.
- A list of development projects “to watch” and recent activity will be shared on Google Drive.
- A summary of committee activity will be provided at DMNA Board meetings.

Committee priorities (2-5) or plans to establish priorities:

- Recruit a diverse group of DMNA Members (live, work or own property downtown) and technical advisors
- Establish a process for tracking and reporting development/land use activity to the board.
- Summer 2015 – Plan and execute public engagement opportunities for the Downtown Public Realm Framework (CPED) and Downtown Service Area Master Plan (MBPR) that complement CPED/ MBPR planning efforts.
- Plan and execute opportunities for DMNA members to inform tailgating locations/policies within the DMNA boundaries.

**Downtown Minneapolis Neighborhood Association
Neighborhood Coordinator's Role and Responsibilities
Land Use Committee**

- Supports the DMNA Land Use Committee through the following ways:
 - Scheduling committee meetings;
 - Posting meeting information on the Website, Facebook page and via the weekly e-blasts to the community;
 - Coordinating presentations by land use applicants at committee meetings;
 - Communicating with CPED staff regarding land use applications and public hearing notices;
 - Preparing letters of recommendation / support;
 - Conducting follow up communication with land use applicants, CPED staff and Council Member offices;
 - Monitoring development projects in the neighborhood to ensure that residents have an opportunity to participate in the growth and development of the Downtown East and Downtown West neighborhoods; and
 - Attending, when necessary, with neighborhood leaders, public hearings, meetings with developers and relevant council proceedings to represent the DMNA's position on development projects in the neighborhood.