

CapitolRiver Council Meeting Agenda

August 20, 2019, 5:15-6:45 p.m. Board of Directors Meeting

Location: 180 East 5th, Conference Room B

- I. Call to order and introductions – what is one goal that you think is achievable for CRC, either in the next six months or one year, or a longer-term goal? 5:15-5:25 pm
- II. Motion to adopt agenda. 5:25-5:27 pm
- III. Motion to approve July 18 board meeting minutes. 5:27-5:29 pm

Homework (action items / activities to be completed after this meeting)

- IV. Relationship Inventory – Amy Lee: Following up on previous discussions, board members will be asked to help create a list of organizations that could help CRC a) improve our engagement practices by encouraging more specific voices to participate in our work, and b) to improve CRC fundraising potential.
- V. Project management strategies for addressing frequently discussed issues – Jon Fure: A draft form has been created to help board members, staff and other stakeholders to document basic information about an issue, and status (including what are the barriers, or reasons why the project is languishing). Board members will be asked to provide feedback on the form and begin submitting project ideas.

Old Business (action items that have been tabled from previous board meetings)

- VI. CRC representation at City Council meetings and / or other meetings and events – Jon Fure: Overview of potential events where CRC representation would be beneficial and strategies for designating one or more CRC board members / staff to attend.

Information Items (information for board members that does not necessarily require a motion)

- VII. Finance Committee Report – overview of the Statement of Financial Position, Statement of Activities, Year-to-Date Profit and Loss by Class, and Budget-to-Actual.
- VIII. CRC Fundraising strategy – Jon Fure: overview of grant applications that are underway, and other fundraising strategies.
- IX. Staffing updates – Jon Fure: Fatima Bishop, recent high school graduate, has completed her internship through the City of Saint Paul Right Track Intern Program. Tabitha Benci DeRango is continuing to work on coordinating public forums on a contract basis. Anna Lavanger, U of M Humphrey student, will soon be wrapping up her work with CRC (through early or mid-September).

New Action items (board motion and vote requested)

- X. Boundary change – Jon Fure: CRC and West 7th Fort Road Federation have completed the steps necessary before submitting a joint application to request the changes. Requested motion: To request City Council approval of these proposed boundary changes, and to authorize staff to pay the \$125 administrative fee.
- XI. Adjournment 6:45 pm

CRC MISSION

CapitolRiver Council, an official advisory group to the City Council, represents and works in partnership with all District 17 stakeholders to act on urban planning and community building efforts as part of a shared vision to support sustainable, safe, healthy, and vibrant neighborhoods.

CapitolRiver Council Rules of Procedure

Welcome to our meeting! When we make decisions as a group, we want all board members to have the opportunity to participate in the discussion. The following rules enable us to move through our agenda efficiently, while giving people with different opinions the opportunity to participate in the discussion. When we invite guests to participate, we ask that you also agree to the following:

- Turn off or silence cell phones.
- Wait to be recognized by the board chair before speaking.
- Only one person speaks at a time.
- Keep comments brief – please stay within the allotted time on the agenda for committee updates and other agenda items, and keep other questions and comments to 1 minute.
- Keep comments to the agenda item that is being discussed.
- When you have given your opinion or asked a question, allow others time to give their opinion or ask a question before speaking again.
- Avoid making personal attacks or using disrespectful or offensive language.
- Unless otherwise specified in CRC Bylaws or policy, board action requires:
 - A motion by a board member, seconded by another board member (except that a motion by a committee does not need to be seconded).
 - Discussion by board members.
 - Discussion by the public at the discretion of the chair.
 - A majority of board members must vote in favor of the motion.
 - If a board member proposes one or more changes to a motion, the board must first vote on the proposed change(s) and then vote on the motion.
 - If a board member makes a motion to end the debate on an agenda item and call the previous question, and if it is seconded by another board member, the board must vote on that motion without debate, and if a majority of board members vote in favor of the motion to call the previous question, the board must vote on the motion that was being debated.