

CapitolRiver Council Meeting Minutes

July 18, 2019, 5:15-6:30 p.m. Board of Directors Organizational / Orientation Meeting

Location: 180 East 5th, Conference Room B

Board Members in Attendance: Chris Beckstrom, Nick Cusick, Sandra Erickson, John Ganey, Jennifer Hensley, Bill Huepenbecker, Ann Idzik, Emily Larson, Linda McBrayer, Shevek McKee, Crystal Meriwether, Vicki Plaistow, Jonathan Reissetter, Alesia Thompson Biro, and Erin Zolotukhin-Ridgway.

Other attendees: Jon Fure, Lee Knutson, James McClean.

- I. The meeting was called to order by Chair Alesia Thompson. Board members were asked to introduce themselves and answer the following question: based on what drove you to become a CRC board member, what would be your personal measure of success for CRC? Responses included more people engaged, to improve the website, a vibrant and accessible skyway system, setting attainable goals and achieving them on a regular basis, more of the empty spaces filled in buildings on the street and skyway levels, new faces where everyone feels included, to get a public realm / parks survey distributed, continue community engagement, the city council pays attention to what we recommend, more diversity and that the makeup of our board and volunteers truly looks like our community.
- II. Motion by Crystal Meriwether, seconded by Ann Idzik, to adopt the agenda. Motion passed.
- III. Appointed Members. Motion by Jennifer Hensley, seconded by Linda McBrayer, to appoint the following board members to a 1-year term that will end after the 2020 CRC Annual Meeting: Kati Berg, Friends of Pedro Park Expansion; Nick Cusick, Visit Saint Paul; Sandra Erickson, BOMA; Channon Lemon, Saint Paul Area Chamber; Paul Mandell, CAAPB; and Erin Zolotukhin-Ridgway, Central Library. Motion passed.
- IV. Motion by Chris Beckstrom, seconded by John Ganey, to approve the May 14 Meeting Minutes and the June 19 Annual Meeting minutes. Motion passed.
- V. Board Member Resignation: Lupe Castillo no longer lives or works in District 17 and has resigned, so the board may appoint someone to fill the remainder of the 2-year term (ending after the 2020 Annual Meeting). Motion by Emily Larson, seconded by Vicki Plaistow, to appoint Catherine Sweet, to serve the remainder of the 2-year term. Motion passed.
- VI. Code of Conduct – Board members reviewed and signed the document.
- VII. Election of Officers. The following board members were elected to serve as officers: Chair Shevek McKee, Vice Chair Crystal Meriwether, Treasurer Vicki Plaistow, Secretary Linda McBrayer, External Affairs Officer Nick Cusick, and Internal Affairs Officer Amy Lee. Newly elected chair Shevek McKee facilitated the remainder of the meeting.
- VIII. Regular Board Meeting Date / Time – motion by Crystal Meriwether, seconded by Emily Larson, to set the monthly board meeting date and time as the 3rd Tuesday at 5:15 p.m. Motion passed.
- IX. Finance Committee Report – overview of the Statement of Financial Position, Statement of Activities, and Year-to-Date Profit and Loss by Class. Treasurer Vicki Plaistow provided an overview of the statements. She asked staff in the future to include an initial starting bank account balance and a year-to-date budget to actual statement.
- X. Staffing updates and recommendation: Fatima Bishop, recent graduate, was hired through the City of Saint Paul Right Track Intern Program. Tabitha Benci DeRango's contract has ended, and is interested in continuing to work on a contract to coordinate the public forums on the Downtown Development

Strategy. Motion by Emily Larson, seconded by Crystal Meriwether, to authorize the Executive Director to enter into a contract not to exceed \$1,500 to hire Tabitha.

XI. Strategic Work Plan Committee – Emily Larson said the committee met and discussed the importance of team building, and there will be future 1-1 meetings to enable board members to continue identifying each other’s skills and interests, and identifying potential board members who could help us address any gaps.

XII. The meeting adjourned at 6:30 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