

CapitolRiver Council Meeting Agenda

July 20, 2021, Board of Directors Meeting, 5:15 p.m.

Board members and the public are invited to attend via Zoom videoconference.

Zoom Meeting Link

<https://us02web.zoom.us/j/87480273918?pwd=K1ppS1RycFpZMlZSZGIxeEQxNHBpZz09>

Meeting ID: 874 8027 3918, Passcode: 122532

One tap mobile

+13126266799,,87480273918#,,,,*122532# US (Chicago)

Find your local number: <https://us02web.zoom.us/u/kx0mNLFka>

- I. Call to order and introductions – Saint Paul is obviously the capital city, and it sometimes called “Saint Small.” Attendees are asked to say their name, and to give an example of why they think of Saint Paul as the capital city, a big city, or a small town.
- II. Previous meeting minutes: Please review the May 18 board meeting minutes and the June 15 Annual Meeting minutes. If there are no objections or requested changes, the minutes will be adopted.
- III. Appointed members: The following are appointed to represent organizations on the CRC board, and their terms will expire after the 2022 CRC Annual Meeting: Merritt Clapp-Smith (Capitol Area Architectural and Planning Board), Tom Erickson (Building Owners and Managers Association), Bridget McCoy (Visit Saint Paul), Olga Nichols (Model Cities), John Smith (Saint Paul Area Chamber), and Tati Terfa (Central Library).
- IV. Request to appoint Sandra Smith to the CRC Skyway Governance Advisory Committee: Sandra is a resident of River Park Lofts who has been attending the committee. She wants to serve as a liaison between the committee and the residents in her building, in an effort to enhance communication and create an effective partnership for promoting skyway access and safety. Bill Hanley, the current committee chair, and Jon Fure, recommend making this appointment. (This will require a board motion and vote.)
- V. Election of officers: The board will elect the following officers: Chair, Vice Chair, Treasurer, Secretary, Internal Affairs Officer and External Affairs Officer
 - A google form will be provided to vote for officers if more than one board member is seeking election.
 - Any current board member may be elected to serve as an officer, except that the current Treasurer, Will Travis, may not serve as Treasurer, due to current CRC policy. The board may consider making this change to the policy if you want to allow people in this situation to serve for more than two consecutive years:

Article 4, Officers: Policy: Election and Tenure of Officers

1. Officers shall be elected at the first board meeting after the Annual Meeting.
2. Officers from the immediate past year remain in office until the election for new officers is held.
3. The board may elect an officer to fill a vacancy at any time.
 - Officers may not hold the same office for more than 2 years consecutively, nor hold any combination of offices for a total of more than 5 years without being out of office for a least 1 year.

Discussion about Local Planning and Equitable Community Engagement

- VI. Frogtown Neighborhood Association Co-Directors Caty Royce and Tia Williams will lead this discussion. See their website and Small Area Plan at <http://www.frogtownmn.org/> and <http://www.frogtownmn.org/smallareaplan>

Other Orientation Items

- VII. Feedback on / take-aways from the Annual Meeting discussion. In what ways do you think the discussion should influence our work together?
- VIII. Board Member Joe Baiert attended a webinar led by Anne Wallestad about effective board governance. Please see the article, [The Four Principles of Purpose-Driven Board Leadership](#) and [link to the webinar](#) for more information.
- IX. Overview of CRC Committees – the current committees are:
- Arts Culture and Events (Chair Jess Grams)
 - Development Review (Co-Chairs were Paul Mandell and John Ganey, and one or more new co-chairs are needed)
 - Finance (currently not meeting, the Treasurer serves as the chair, and others may serve if they are interested in volunteering to support CRC’s financial management duties)
 - Fundraising (Joe Baiert is the chair)
 - Officers committee (Board Chair is also the chair of the officers committee)
 - Pedro Park Work Group (Chair Julie Printz)
 - Public Realm (Co-Chairs Kari Khalid and Shevek McKee)
 - Recruiting (Officers and committee chairs serve on this committee, which does not have a standing meeting day or time, and others may join)
 - Skyway Governance Advisory (Chair Bill Hanley)
 - The board is able to form new committees or work groups as needed
- X. CRC Financial Statements and related documents

Committee Updates

The CRC Public Realm Committee requested that CRC participate in National Night Out—The Committee discussed this as a good way to meet more Downtown residents and talk with them about our work. Some but not all events are listed on the City’s website: <https://www.stpaul.gov/departments/police/national-night-out> Please contact Jon Fure if you know of an event in your neighborhood, and if you would be willing to distribute information about CRC and encourage people to sign up to receive CRC emails.

Board Member Updates and Future Agenda Items

Please feel free to provide any information that you would like board members to be aware of, and suggest ideas for future meeting agendas.

Adjournment

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.