

CapitolRiver Council Meeting Minutes

May 18, 2021, Board of Directors Meeting, 5:15 p.m., via Zoom videoconference.

- I. Call to order and introductions. Chair Shevek McKee called the meeting to order at 5:15 p.m.
- II. Motion by Crystal Meriwether, seconded by John Ganey, to adopt the agenda. Motion passed.
- III. Motion by Crystal Meriwether, seconded by John Ganey, to approve the April 27, 2021 special meeting minutes (Bylaws changes) and the April 27, 2021 board meeting minutes. Motion passed.

Information Items

- IV. Downtown Alliance Welcome Back initiatives: Emma Burns and Joe Spencer provided an overview and discussed plans for more activities as pandemic restrictions are changing. They are working to make sure that we come out of the pandemic and accelerate the economy, and they have a Welcome Back campaign to promote events and activities to encourage workers and visitors to spend more time downtown. More information is available on the [Downtown Alliance website](https://growstpl.com/) and at <https://growstpl.com/>. They asked attendees to help by following the Downtown Alliance on social media and sharing their content.
- V. Recommended changes to CRC Policy and Procedures – CRC Secretary Crystal Meriwether and Executive Director Jon Fure followed up on the changes to the bylaws by making changes to CRC's Policy and Procedure manual to align with the changes. Additional potential changes were discussed and could be considered for future adoption.

Motion by Joe Baierl, seconded by John Ganey, to approve the following changes to the Policy and Procedure manual to align with the CRC bylaws. Motion passed.

- Introduction: Bylaws require approval by the general members at the CRC Annual Meeting **or at a special meeting CRC board meeting to update bylaws.**
- Article 3, Board of Directors: The City requires a majority of a district council's board members to be elected. **The CRC board is comprised of 10 elected members and up to 7 appointed members.** The board may invite associations and organizations that operate in District 17, and share similar goals and concerns as CRC, to appoint a person to serve as a CRC board member.
- Article 6, Committees: **Policy: Recruiting Committee (Bylaws 6.4)**
The Recruiting Committee is **created yearly a standing committee** to establish a list of board member candidates reflecting as wide a diversity of stakeholders as possible to stand for election at the Annual Meeting.
 1. The Recruiting Committee shall consist of **at least five (5) stakeholders (not necessarily board members) the CRC officers and committee chairs, and the committee may choose to add other board members and / or general members who are interested in recruiting CRC board members.**
 2. A representative of the Recruiting Committee shall introduce the candidates at the Annual Meeting.

- VI. Board Member Recruiting and Annual Meeting Update – Board members discussed having one or more presenters to talk about effective local planning and community engagement. Jon Fure agreed to ask City staff and other district council staff if they would be willing to attend the meeting and discuss their experiences with us.

Action Items

VII. Request to hire a student worker through the City's Right Track Program. Jon Fure said CRC has had good experiences with the program and suggested that we again hire an intern for a 6-week internship. The specific duties and position description haven't been finalized, so the board suggested discussing this in more detail with the officers. Motion by Joe Baeirl, seconded by Crystal Meriwether, for the CRC officers to meet with Jon Fure and determine whether or not to hire an intern through the Right Track program. Motion passed.

- NOTE: The CRC officers met on June 2, 2021 and decided not to hire an intern this year.

The meeting adjourned at 6:45 p.m.