

# Neighbors of Belknap Lookout Board Meeting

Tuesday, October 9, 2018  
NOBL Office, 700 Clancy Ave NE  
6:30 pm

**Mission:** To advocate for and enhance the quality of life in the Belknap community.

**Vision:** To be a vibrant, diverse and desirable place to live in Grand Rapids.

**Public Space Goals:** Improving access down Belknap hill (design DDA budget FY2020); Hastings Connector & Linear Park (implementation City of Grand Rapids summer 2019 & 2020); Better Pedestrian Connections (ex North Quarter CID interested in intersection of Plainfield/Leonard).

**Add'l Priorities:** Social Connections; Active in the Neighborhood; Voices Heard in Local Gov't.

1. Call to order and additions to agenda
2. Consent Agenda – adopt all five items below in single motion; consider separately any items requiring discussion
  - a. Adoption of Revised Bylaws
  - b. Clarification of Bank Signatories
  - c. Delegation of Furnace Vendor Selection & Financing to Officers
  - d. Appointment of Loretta to term ending 12/2020; Loren as Secretary
  - e. Approval of September Minutes and Financials
3. Board Role in Achieving Goals Discussion Facilitated by Jason Franklin, Johnson Center
4. Miscellaneous & Public Comment
5. Adjournment

2018 Schedule:

Knitting continues first and third Saturdays - feel free to join us at 700 Clancy at 10 am.

Oct 13 – 10 am – 12 pm – beautification at Bradford & North

Oct 14 & 20 – 1 pm – litter pick up starting at 700 Clancy

Oct 24 – 5:30 pm – litter pick up starting at 700 Clancy

Oct 26 – time TBD – collaborative Halloween event at 940 Clancy (Clancy Street Ministries building)

Oct 27 – 1 pm – litter pick up starting at 700 Clancy

Nov 8-11 - poker tournament at Russo's 6209 S Division 10 am-5:30 pm

Nov 13 - annual meeting & board election, 6:30 pm Coit Creative Arts Academy

## Neighbors of Belknap Lookout Meeting Minutes

Tuesday, September 11, 2017

Board Members Present:	Brian Bremer	Rob Kennedy	Loretta Klimaszewski
	Todd Leinberger	Dean Rosendall	Loren Sturuss
	Jonathan Swets		
Board Members Absent:	Barbara LaBeau		
Staff Present:	Elianna Bootzin		
Guests Present:	Officer JP Guerrero	Dan Miller	

1. Call to order - The meeting was called to order at 6:37 pm.
2. The Minutes and Financials were approved.
3. Committee updates:
  - a. Safety – JP shared that he has been reassigned primarily to Creston, which has been without a community officer for over a year. Loren asked about the homeless encampment. There are relevant civil infractions but the issue is likely to be better addressed once the Crisis Center proposed by Network180 is created.
  - b. By-laws – There was discussion about how long appointments should last; without agreement on “next election” vs “end of term” it was determined to leave the bylaws open to either.
4. Board - Dean was appointed to the board. We’ll discuss changing Loretta’s seat at a later date. Loren would be willing to be secretary but would want to see minutes sooner.
5. PILOT – The board postponed decisionmaking on this topic. Additional information on the cost to add lighting on the Bradford and Belknap stairs was requested. Elianna will bring curb appeal contest photos to the next GVSU workgroup meeting.
6. HousingNOW – We will resend our previous letter.
7. Smoke-free parks – not of interest, no action proposed.
8. HUD programs – no comment, Elianna can send if desired.
9. Public Comment – Jon suggested limiting presentations to 5 minutes with an option to extend. The board is inclined to accept this as a practice rather than policy. The Parking Permit program came up – concerns from a neighbor with crowding on the 600 block of Clancy. We generally support the neighbors’ complaint, will help apply pressure, and find out if all the parking spaces in the apartment complex have been sold.
10. Adjournment – The meeting was adjourned at 7:32 pm.

## Meeting Information

**Consent Agenda – These five items (counting minutes/financials) will be voted on in one motion. Any item needing discussion will be removed from the consent agenda and voted on separately.**

- a. **Adoption of Revised Bylaws** – we resolved the outstanding discussion item of length of appointed terms by reserving the right to use either the next election or the end of the term at the board’s discretion. We need to adopt the new bylaws today to eliminate the poll tax in time for November’s annual meeting.

- b. **Clarification of Bank Signatories** – for MPCU’s records, signatories on all NOBL bank accounts are Elianna Bootzin (executive director), Loren Sturrus (chair & secretary), Todd Leinberger (vice chair), and Rob Kennedy (treasurer).
- c. **Delegation of Furnace Vendor Selection & Financing to Officers** – Elianna has been discussing capital improvement needs with Loren and Brian for the last couple of months as they are experienced in this area. After a late September furnace tune up, the service technician indicated both furnaces for the office and the apartment upstairs need to be replaced urgently for health and safety reasons. We have had one company out to get information needed to prepare a quote and have two more scheduled. Ballpark figure could be something like \$15,000. We also need to install gutter this fall to prevent our largest current liability – a huge sheet of the ice on our sidewalk. Options for paying for these improvements include an auto loan product, commercial loan, mortgaging the building and soliciting our neighbors. With time being of the essence, I would ask that the board delegate decision making authority on these improvements to our officers collectively – Loren, Todd, and Rob. I hope to share a closer estimate on one or both projects (and possible loan terms from MPCU) at the meeting.
- d. **Appointment of Loretta to term ending 12/2020; Loren as Secretary** – With our candidate pool for the November election narrowing, I would propose moving Loretta from the seat she is currently in (vacated by Gretchen, term ending 12/2018) to the other of the seats vacated in August (term ending 12/2020). Similarly, Loren expressed his willingness to serve as Secretary last month; this motion would formalize that appointment.

### **Board Role in Achieving Goals Discussion Facilitated by Jason Franklin, Johnson Center**

Jason is the Kellogg Chair for Community Philanthropy at GVSU’s Johnson Center. Remembering our previous discussion about working boards and the board’s scope regarding vision, strategy, budget and policy, we are focusing tonight on strategy and both the board’s role as a body and the role of individual members of this working board.

Jason will facilitate a conversation on how to achieve our public space goals (the Hastings Connector, a better way down Belknap Hill, and improved pedestrian connections) and activities (creating social connections, being active in the neighborhood, and having our voices heard in local government). Johnson Center staff suggested a short review of the board role, <https://www.gailperry.com/resource-center/ten-basic-responsibilities-of-nonprofit-boards/>:

1. **Determine the organization’s mission and purpose.** It is the board’s responsibility to create and review a statement of mission and purpose that articulates the organization’s goals, means, and primary constituents served.

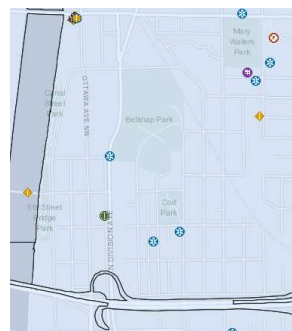
2. **Select the chief executive.** Boards must reach consensus on the chief executive's responsibilities and undertake a careful search to find the most qualified individual for the position.
3. **Provide proper financial oversight.** The board must assist in developing the annual budget and ensuring that proper financial controls are in place.
4. **Ensure adequate resources.** One of the board's foremost responsibilities is to provide adequate resources for the organization to fulfill its mission.
5. **Ensure legal and ethical integrity and maintain accountability.** The board is ultimately responsible for ensuring adherence to legal standards and ethical norms.
6. **Ensure effective organizational planning.** Boards must actively participate in an overall planning process and assist in implementing and monitoring the plan's goals.
7. **Recruit and orient new board members and assess board performance.** All boards have a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate its own performance.
8. **Enhance the organization's public standing.** The board should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community.
9. **Determine, monitor, and strengthen the organization's programs and services.** The board's responsibility is to determine which programs are consistent with the organization's mission and to monitor their effectiveness.
10. **Support the chief executive and assess his or her performance.** The board should ensure that the chief executive has the moral and professional support he or she needs to further the goals of the organization.

### Regular Report Contents:

Crime (last four weeks) from [www.crimemapping.com](http://www.crimemapping.com)



Fire from <https://grandrapids.maps.arcgis.com/apps/View/index.html?appid=50bbc7410e5447b99edde0e32d62f4c4> (one week)



**Public Safety:**

- We continue to share public safety flyers.
- We are also still helping businesses with fire inspections (including recently completing our own, having installed a fire extinguisher as is required).
- We also directed neighbors to the Operation Safe and Secure disaster preparedness event.

**Development:**

- Demolition permit application has been submitted for 14 Trowbridge.
- Development committee has met three times with RJM which bought Coit Square from Angel’s Artesian Group. They are working on revisions to the PRD/PUD. The committee is getting closer to encouraging the NOBL board to support the revised project and will arrange for RJM to present to neighbors and the NOBL board at the annual meeting.

**Updates on Old Business**

- No further updates on 712 North, office signage, homeless encampment.
- HousingNOW – WMCAT will report at Committee of the Whole the morning of 10/9.
- PILOT – more info on costs for lighting on stairs should be provided at 10/16 park mtg.

**Annual Goal Tracking**

Fundraisers held:      x First (poker)                      x Second                      x Third (extra!)

Increased network:

	Start	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Goal
Email	146	156	163	-	190	-	244	251	253		<del>250</del>
FB	126	137	145	-	162	-	185	187	188		230
ND	224	233	236	-	246	-	257	261	269		330
Pd M	70	-	-	-	-	-	-	-	-		70

Complete current projects:

- Cats – Loretta has items needed to continue this project.
- Clear Vegetation – Should wrap up this month if not within the next couple of weeks.
- Communications – Final postcard should go out the end of this week.
- Curb Appeal – Just need to pick up gift card and have Barb & Loren choose the winner.
- Litter Reduction – Four sessions scheduled for October.
- Mobility – Should be ready to pick up this project in 2019.
- Trail Cams – All cams placed; project complete.
- Trash Cans – Finalizing discussion with City staff before buying additional cans.

Progress on major public space goals:

Hastings Connector in City budget, additional grant funding sought; presenting Nov.  
Belknap Hill design in DGRI's FY2020 budget.  
North Quarter CID discussing about pedestrian use of Plainfield/Leonard intersection.

**Admin:**

Hosted Farmers Insurance volunteer group on Day of Caring, on list for next year.  
Passed poker review; opened separate checking acct required; site may not continue.  
Will not continue attending meetings / project work w/ EPIK (disaster preparedness).  
City staff rebuttal for property tax hearing seeks full tax payment; Loren and Elianna are seeking help from our commissioners while preparing for the hearing.

**Other area news:**

- Housing on the north end of the 500 Lafayette block went to City Commission for conditional approval of a PILOT to facilitate LIHTEC application:  
[https://grandrapidsctymt.iqm2.com/Citizens/Detail\\_LegiFile.aspx?Frame=&MeetingID=4569&MediaPosition=&ID=7181&CssClass=](https://grandrapidsctymt.iqm2.com/Citizens/Detail_LegiFile.aspx?Frame=&MeetingID=4569&MediaPosition=&ID=7181&CssClass=)