



Neighbors Of Belknap Lookout

(Neighborhood Association bounded by
College, Leonard, Michigan, and the Grand River)

Board and Committee Recruitment 2021

Mission: To empower residents of the Belknap neighborhood to identify their interests, support their own well-being, and to facilitate community health and prosperity.

Misión: *Empoderar a los residentes del vecindario de Belknap para identificar sus intereses, ayudar su propio bienestar y facilitar la salud y la prosperidad de la comunidad.*

Vision: A neighbor driven organization, committed to making a deep impact on the major institutions around us and collectively improving our built environment and our neighbors' quality of life.

Visión: *Una organización impulsada por los vecinos, comprometida a tener un impacto profundo en las principales instituciones que nos rodean y a mejorar colectivamente nuestro entorno construido y la calidad de vida de nuestros vecinos.*

Values: Justice
Community
Quality of Life
Accountable

Valores: Justicia
Comunidad
Calidad de Vida
Responsable

CONTACT: 700 Clancy Ave NE | Grand Rapids, MI 49503 | 616-454-8413 | belknaplookout.org

Dear prospective board or committee member,

Thank you for your interest in the Neighbors of Belknap Lookout (or “NOBL”) board of directors or committees in 2022. In 2021, in addition to performing to our usual Community Development Block Grant (or “CDBG”) public safety and neighborhood leadership reporting requirements, we completed a strategic plan that sets the stage for growth and change. We are currently seeking individuals to take on the following roles:

Board member – 6 seats available (three 3 year terms, one 2 year term, two 1 year terms); no direct compensation; meal, childcare and interpretation services may be provided or reimbursed.

Community Development Committee / Events Committee / Public Safety Committee / Racial Equity Committee – at least 3 seats are available for each committee (1 year terms). We would like to be able to compensate \$599 per committee but cannot guarantee availability of funds at this point. (Board members are not eligible for compensation.) Meal and interpretation services may be provided. With potential compensation for only one committee, you remain under the IRS threshold for income reporting; compensation for multiple committees means you would receive a 1099-NEC for 2022 and be responsible for your own taxes and workers compensation. This does NOT constitute an employment relationship.

All positions commit to our mission, vision, and values and adhere to our Community Standards:

- When there is a disagreement acknowledge the other’s viewpoint by restating what you believe they are saying.
- Be considerate.
- No attacks.
- Be constructive.
- Assume good intent.
- Check your privilege. (Privilege is any right, immunity, or benefit enjoyed only by a person or group beyond the advantages of most. Most often this phrase is used in the context of how experiences of racial groups in the United States differ.)
- Bring to the table the point of view of those who are not represented.
- Allow for leaning/be aware of your own triggers.

- Step away if you need to
- Lean in if you tend to speak less, lean back if you tend to speak more. (We will formalize this aspect more strongly when we adopt the “Circle Forward” method of using “rounds” in which everyone has a turn to speak and consent-based governance.)

A few other details you might like to know:

- Continuing board members are: Kara Harrison Gates, Amy Gautraud, Sheri Munsell and Ellie Walborn-Henry.
- Elianna Bootzin is the organization’s Executive Director/Community Organizer.
- Board/Committee contact information is compiled after the Annual Meeting and shared for the next year.
- Our Community Development Block Grant (or “CDBG”) reporting requirements are:
 - Public safety: number of people trained, number of people who found the training effective, and the number of locations where safety improvements were made;
 - Neighborhood leadership: number of people trained, number of people who found the training effective, and the number of people taking leadership positions
 - **If there is a specific training that you need to complete your duties, we may be able to reallocate funds to cover it.**

The following pages lay out the committee roles:

Community Development Committee

What development projects have been happening in the neighborhood? In 2021, the Development Committee and/or Board heard about the following projects:

- Courtesy presentation on 752 & 770 Lafayette (received City Commission approval for economic incentives in order to apply for affordable housing tax credits)
- Neighbor requested revision of statement on 614 Fairview (Board issued split decision maintaining support for replacing 614 but not supporting the design for the 600 Fairview lot; the complete project was approved by Planning Commission)
- RJM's 719 Prospect & surrounding parcels as the "Lafayette and Fairbanks Apartments" (Board supported with conditions for purchase of 719 Prospect and Planning Commission application)
- Spectrum Health demolition on Bond (received City Commission approval)

Time (Target 30 hours annually)

Task	Hours
Development Evaluation (recurring)	9
Participate in Master Planning Process	2
Learn about affordable housing (Community Land Trust)	1
Make 1 affordable housing policy suggestion (to some level of government)	1
Determine audience and design communication about Community Land Trust	1
Distribute communication about Community Land Trust to sub-audience of property owners	3
Participate in Belknap Hill focus group(s)	3
Advocate for snow removal and trash can maintenance during City budget process	3
Meet with The Right Place	1
Meet with DGRI	1
Meet with GR Chamber	1
Meet with Economic Development Team	1
Meet with Catherine's Health Center	3

Events Committee

Time (Target 30 hours annually)

Task	Hours
Event training	3
Brainstorming	2
Feasibility research	3
Proposal creation	2
Presentation to board	1
Flesh out operational details	5
Create sponsorship materials	3
Sports event communication	1
Sports event participation (collect new contacts)	2
Prep National Night Out	2
National Night Out (Tuesday August 2 nd , 6:30 pm at Coit Park, collect new contacts)	3
Facilitate neighbor to neighbor event (collect new contacts)	3

Public Safety Committee

Time (Target 30 hours annually)

Task	Hours
Hold Clean Up (3x2 hrs each, seasonally)	6
Prep Dumpster Day (flyers)	3
Dumpster Day	4
Temporary Bulb Out Installation	4
Restorative Practice Training (Host across several sessions)	10
Policy preparation (traffic petitions)	2
Recommend policy to board	1

Racial Equity Committee

Time (Target 30 hours annually)

Task	Hours
Issue speaker (2)	2
Position prep (2)	2
Prepare/Present position to Board (2)	2
Advocacy (2)	2
Inclusion filters (across several months)	10
Curriculum (sociocracy, racial equity, localized power analysis)	6
Prepare event to teach curriculum	3
Host event to teach curriculum	3

Board

Time (Target 36 hours annually, NOT compensated)

Task	Hours
Prepare for monthly meetings	12
Attend, and contribute to monthly meetings	18
Promote the organization to your neighbors	2
Attend neighborhood events	4

- Key topics for 2022 are money (stabilizing organization, diversifying funding, updating policies and procedures) and bylaws(?)
- Key topics for 2023 are people (staff and volunteer policies, procedures)
- Missing two meetings in a row without sending notice is considered to be a resignation.
- Board applicants will receive additional information about this role.

TO APPLY - Fill out this form or the digital equivalent at www.belknaplookout.org/apply as soon as possible.

Legal Name: _____

I preferred to be called: _____

Pronouns: she/her they/them he/his other: _____

Address: _____

Phone: _____

Email: _____

Please indicate that you meet our criteria for consideration (check all to continue):

☐ I commit to NOBL's mission, vision and values ☒ I will follow NOBL's community standards.

I am interested in NOBL's (check all that apply):

☐ Board

Committees: ☐ Community Development ☐ Events Committee

☐ Public Safety ☐ Racial Equity

I prefer to ultimately serve on ☐ 1 committee ☐ Multiple committees

I will need compensation in order to make the time commitment for committee work ☐ Yes ☐ No

Why are you interested in this/these position(s)?

What experiences do you have that will enable you to complete the role(s) successfully?

What day of week / time of day do you tend to be available for group work/meetings? (Check all that apply)

DAY OF WEEK	Morning	Afternoon	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Signature: _____

Anonymous responses will be evaluated by the Nominating Committee for possible interviews. They may advance a slate of candidates for the Board Election; those declined may still conduct a write in campaign for the mail in ballot under COVID measures. Committees will be selected directly.

RETURN THIS FORM TO NOBL @ 700 CLANCY AVE NE