**Neighbors of Belknap Lookout Board Meeting**

**Monday August 8, 2022 6:30 pm on Zoom:**

[https://us02web.zoom.us/j/89312716003?pwd=R0RRWURwTkFuUDRESU11VFRVczhldz09](https://www.google.com/url?q=https://us02web.zoom.us/j/89312716003?pwd%3DR0RRWURwTkFuUDRESU11VFRVczhldz09&sa=D&source=calendar&usd=2&usg=AOvVaw292bRMsg_fU8NRB0aVU3mM)

or dial +1 646 558 8656 Meeting ID: 893 1271 6003 Passcode: 477427

**Agenda**

* Roll Call
* Last Month’s Minutes  
  + Action Item: Approve Minutes
* Direct Report from Committee – Comm Dev – Alan
* Talk about each area of the Strategic Plan  
  + Action Items across Values  
    - Draft committee roles, 2023
  + Action Items regarding Quality of Life  
    - Karen Ingle, GVSU: Last 4 demolitions
    - Landlord letter re: Community Land Trust
    - Restorative Practices results (info only)
  + Action Items regarding Accountable  
    - Review Quarterly Financials
    - Annual Meeting Plan
* Committees
* Guests
* Miscellaneous

**Meeting Details**

* Roll Call   
    
  Cassidy Cvanciger  
  Kara Harrison Gates  
  Marshall Grate  
  Scott Huebl  
  Dan Miller  
  Sheri Munsell  
  Adam Rogalski  
  Ellie Walborn-Henry  
  Will Witt  
    
  Review 5 Finger Polling Method

- Last Month’s Minutes

Action Item: Approve Minutes

**Neighbors of Belknap Lookout Board Meeting Minutes**

Monday, June 13, 2022, via Zoom

Members Present: Kara Gates, Scott Huebl, Ellie Walborn, William Witt & Adam Rogalski

Staff Present: Elianna Bootzin

Guests Present: Thelma Ensink (Degage) and Chris Meyer (Festivals)

* The meeting was called to at 6:33 pm
* The minutes were approved unanimously
* Discussion led by Elianna on 2022 Strategic Plan Items and review of progress to date.
* Thelma Ensink from Degage updated the board on property acquisitions on Coit to further aid in the work of their organization. She requested a letter of support from the board to aide in their real estate investments on Coit. Motion from Adam and support from Scott. Unanimous approval pending final language approved by executive committee.
* Chris Meyer briefed the board on two summer concerts taking place at Belknap Lookout. The first is Upheaval on July 15-16. 6-7k attendance anticipated. The second is Breakaway on August 19-20.
* Board discussion on four GVSU demolitions in neighborhood. Vote was tabled until August when GVSU representative attends next board mtg.
* Public internet discussion led by Elianna. Kara motioned to move forward with coffee shop style public wifi option. Second from Scott. Unanimous support.
* CDBG signature authorization approved by board.
* Certificate of Deposit investment approval motioned by Adam and seconded by Kara. Unanimous support. The board also approved opening an investment account in the Vanguard Inflation Protected Bond Fund using the $5k Linear Park funds.
* The board received committee updates from Elianna.
* Will motioned to authorize spending funds on public safety and beautification items. Second by Kara. Unanimous support.
* The meeting was adjourned at 8:02pm
* Direct Report from Committee – Comm Dev – Alan?
* Talk about each area of the Strategic Plan  
  (Tracking sheet available at <https://docs.google.com/spreadsheets/d/1SjWtx6JTNPHe_AASqHIjXHkCA4GS5FWObhawbTDNrI8/edit#gid=0>)
  + Action Items across Values  
    - Draft committee roles, 2023   
        
      We are looking to increase to 6 committees next year based on the strategic plan: Beautification, Circle Planning, Community Development, Events, Public Safety, and Racial Equity
    - Beautification is expected to conduct outreach to potential recipients and plan and install 6 patio/landscape combos on key streets, host a perennial exchange, Dumpster Day, and 3 peer education sessions; for a total of 30 hours.
    - Circle Planning is expected to learn about shared decision making, teach other groups key principles and facilitate their use of relevant methods, prepare for the Annual Meeting, and propose an overall structure and process for NOBL governance and committee operations at that meeting. This group is more likely to top out at 25 hours.
    - Community Development will continue to evaluate projects as they arise, participate in Master Planning, learn and report about affordable housing option FUSE, advocate for trash cans at bus stops and sidewalk snow removal by the City, learn and report about home repair programs, LMCU and Seeds of Promise, advocate for tenant to ownership and recap and begin recruiting business types. It is difficult to predict the total hours for this group. They may want to track in order to cap participation at 30 hours.
    - Events may host 7 food truck events, a basketball tournament, the board social / block party, national night out, farm to table fundraising dinner, walkathon / dog walk, and blood drive; they will likely reach 30 hours including planning time.
    - Public Safety will create a work plan focusing on coordinating with local organizations providing youth activities. They may also spend a few hours calling neighbors to ask about any safety concerns to reach a full 30 hours.
    - Racial Equity will develop a work plan to determine specific topics to be covered at their basic monthly meeting. As the quarterly cycle continues they will prepare a policy suggestion and build new partnerships.
    - The board’s own agenda will include determining how it can engage with the fundraising plan, engaging an HR firm for equitable policies, holding some of its meetings around the neighborhood, helping with outreach for new board and committee members, establishing and conducting employee evaluation, create fair compensation scale and practices for recruitment/retention including a standard interview to hire community engagement staff as well as standard oversight activities. The board may wish to accomplish this in part by assigning some tasks to an ad hoc HR committee.
    - We will also be seeking two moderators for our new Facebook group (> interaction than Page).
    - Our goal today is to feel prepared to begin recruiting committee members for 2023. At first approximation, the activities listed here (including paying committee members but NOT investing in water infrastructure for the garden at 762 North or adding a second staff member) can be accomplished with the unused PILOT funds we already hold in reserve. We can expect two more allocations in time for use in 2024. Would anyone like to help refine the overall and project budgets for 2023?
    - Also related to public safety, Will heard from Parks that the camera project is
* Cameras: ~$5,300 (Presidio)
* Power: ~$5,650 (Geotech Sub)  
  Network Infrastructure & Coordination: ~$8,700 (Geotech)
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Total: ~$19,650  
  Total authorization w/ 20% contingency (recommended): ~$23,580  
  + - They will move forward regardless. Do we want to try to work a contribution into the rest of the PILOT / regular 2023 budget?
  + Action Items regarding Quality of Life  
    - Karen Ingle, GVSU – Last 4 demolitions   
      Does NOBL concur with the demolition of the last 4 houses on the future GVSU campus that are beyond their threshold to repair:
      * 548 Clancy, 520 Sinclair, 524 Sinclair, 520 North
    - Landlord letter re: Community Land Trust

Dear Belknap Landlord,

Given the current market you have probably been asked several times to sell your rental property.

As a neighborhood association we believe that ensuring the availabity of equitable and affordable housing options is crucial for maintaining a healthy community.

We also believe it’s your right to make informed decisions about what is best for you and your property. We want to make you aware of some options and tools that encourage equitable homeownership. If you have further questions about any of these options do not hesitate to reach out.

* Consider selling directly to your tenant.  A couple of mechanisms that might help keep this affordable are having the same realtor help both parties with the sale, or using a land contract to allow the buyer and the seller to draw up terms of an agreement to sell the property over time with the details of that arrangement decided only by the parties involved.
* Learn about an alternative: Community Land Trusts (CLTs). CLTs can help those who have historically been disenfranchised in the housing market and give them a chance to own property at an affordable rate. We think this is especially important in Belknap because we know that 31% of people here own their own homes, but that rate drops to 24% for Hispanics and 3% for African Americans.

A CLT can be an investment that stays in a neighborhood and retains an affordable housing price for 80+ years. There are two CLTs operating in Grand Rapids now.

Local Community Land Trusts:

**Dwelling Place**: David de Velder (Community Land Trust Director)

Phone: (616) 252-9691 Email: ddevelder@dpgr.org

**ICCF**: 415 M.L.K. Jr St SE, Suite 100, Grand Rapids, MI 49507

Phone: (616) 336 - 9333 Website: [ICCF.ORG](http://iccf.org/)

If you are not ready to make a change at this point but would be interested in doing so as part of your estate planning, there are several websites that offer free will drafting services that would allow you to leave your property to a Community Land Trust.  An estate lawyer can also assist with the drafting of a will.

We appreciate the investment you have made in the Belknap neighborhood and hope it is rewarding to you as well. If you have any questions about the Belknap Lookout neighborhood or its association, please feel free to get in touch using the contact information in the footer.

Sincerely,

Elianna Bootzin, Executive Director   
and the Community Development Committee

* + - Restorative Practices results (info only)

71 sign ins for RP series; 47 out of 48 evaluations gave at least one 3 out of 5 for sessions being useful / prepared for safe interaction with their neighbors.

You can find a recap of each session at <https://www.belknaplookout.org/event-details/restorative-practices-recap/> most prepared with first drafts by Greg Retzlaff, former MSW intern. You can also see the comments from each evaluation compiled at <https://docs.google.com/spreadsheets/d/1iRtPqm_XqEEv30HRCiLQ7F7cgDVp-f3dQhCBpzpkbDs/edit#gid=0> again largely thanks to Greg.

* + Action Items regarding Accountable  
    - Review Quarterly Financials (see attachments)
    - Annual Meeting Plan
* We will need a nominating committee – this may include any board member who is not running for a spot on the board. Continuing board members are: Cassidy Cvanciger, Marshall Grate, Dan Miller, Adam Rogalski, and Ellie Walborn-Henry. Sheri is resigning. Kara, Scott and Will may participate if they choose not to seek another term. This group will evaluate board and committee applications.
* We will need to decide on format (Zoom or in person) and, if in person, location. This would typically be Coit Creative Arts Academy. DGRI is willing to sponsor dinner for the event. The date is November 14 at 6:30 pm. Elianna is also securing items for a silent auction.
* Annual Meeting Agenda:
  + Board Election
  + Budget Adoption
  + Major Updates from outside organizations (we will check with GVSU and the City re: construction, but topics are most likely to be the City’s Master Plan and DGRI’s Hill and River work. We’ll work to solidify those topics with their organizations by Sept.)
  + It might be reasonable to talk about the committees and what they’re expected to work on – we can take additional applications there if they have not been filled yet.
  + If there are any other developments coming up in the neighborhood there is typically a presentation to neighbors with Q&A. After the full meeting closes (with thanks to outgoing board members and announcement of new members if we needed to tally votes), the current board holds its vote on whether to support the project.
* Committees
  + Community Development – Union Suites has broken ground. David DeVelder’s presentation on Community Land Trusts was the basis of the landlord letter discussed above.
  + Events (staff) – First food truck event was very nice! We had about 200 people there throughout the course of the evening. National Night Out was quieter: while park use was strong, we interacted with about 40 people and garnered only 4 new emails (5th unreadable).
  + Public Safety – Our Grow1000 youth cleaned up several areas in the neighborhood. We also provided traffic calming petitions to a neighbor on 800 Clancy.
  + Racial Equity (staff) – Localized power analysis and education session was poorly attended but we generated several ideas to share with Coit’s KSSN coordinator for feedback and refinement.
* Guests
* Miscellaneous

**Regular Report Contents**

Public Safety: [www.crimemapping.com](http://www.crimemapping.com); last 4 weeks

