

COMMUNITY PARTICIPATION PROGRAM

Application For Funding for the year 2011

CONTACT INFORMATION:

Organization Name:	Bryn Mawr Neighborhood Association
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Website url:	bmna.org
Organization email:	organizer@bmna.org
Federal EIN:	41-6166746
Board Contact:	Name: Marlin Possehl
Staff Contact:	Name: Patty Wycoff

FUNDING ACTIVITIES

1. After this first funding year, neighborhood organizations will submit proposals for three years of funding from the Community Participation Program. How will your organization engage residents and other stakeholders in 2011 to develop your three- year proposal?

Our first step will be to form a working group made of committed members who want to develop the neighborhood public input process. We look at this process as similar to that we performed while developing our phase I and II NRP plans. This group will gather information in various ways from the community and prepare a community vision statement for these three years. The community partnerships that have been developed during the NRP process will be involved in this dialogue as we explore further collaboration.

2. What regular outreach and engagement activities will your organization carry out in 2011?

As in the past we will continue to hold open public meetings at the Bryn Mawr Elementary school on the 2nd Wednesday evening of each month. With representation from each of our 7 geographic areas at these meetings we are able to keep information flowing within our diverse neighborhood. Our annual meeting in the spring is planned to allow for public input and is paired with a well-attended dinner event. Our BMNA board members participate in each of the 4 or 5 community events each year listening and engaging with residents. We make a strong effort to meet new residents and provide them with welcome materials that include valuable information about Bryn Mawr and encourage interaction with our business community by providing discount coupons.

3. How will your organization reach out to under-represented groups in your community? Who are these groups?

With several neighborhood events planned each year we want to be sure that all residents are informed of these events and that they have the opportunity to attend. We know that some of our less mobile residents have difficulty attending. We plan to organize a transportation network that will provide the necessary transportation to and from our events this year. We will not charge a fee for participation in community organizing events or festivals, so that those who may be in a difficult financial situation are able to participate.

We are very excited about the relationship our gardening group has developed with Crossroads, a residence in Bryn Mawr offering professional support service to adult men and women who have completed treatment for chemical dependency. Our partnership with them has resulted in the completion of some much needed garden maintenance in Bryn Mawr.

4. What planning activities would your organization like to carry out in 2011?

In addition to what was noted in question 1, we plan to form focus groups in each of our 7

geographic areas to collect information about the needs of our community. We feel this information will be critical in the development of our three year plan.

We expect to continue our participation in planning that has begun on the proposed Southwest Light Rail Transit line through Bryn Mawr.

We feel we play a key role in the redevelopment of the Bassett Creek Valley with the primary prospect being the Linden Yards section in Bryn Mawr.

5. How does your organization provide information to the community? How do you gather information from the community?

The primary way we communicate to our community is through our monthly newspaper, the Bryn Mawr Bugle. This paper is hand delivered by volunteers to roughly 1,400 homes and businesses in Bryn Mawr. Survey data has indicated this paper has over 90% readership. We also have an up-to-date web site that is designed and maintained by one of our board volunteers. We have installed a bulletin board in downtown Bryn Mawr near Penn Avenue and Cedar Lake Road for public notices and information, and we have used and continue to improve an email list serve for use when information needs to go out quickly to neighbors. Presently over 25% of households and businesses are on this list.

6. What festivals and events will your organization host or support in 2011?

Saturnalia is our winter festival celebrating the winter solstice and our embrace of the season. This includes caroling to raise funds for St. Anne's Women's Shelter in North Minneapolis, hay rides, a visit from Santa, music, dancing, bonfires, roasted chestnuts, and more.

In the spring we host the annual Festival of Garage Sales, the oldest running neighborhood garage sale in Minneapolis. Thousands of outsiders flock to Bryn Mawr from all over the Midwest for this annual event. Another spring event is the annual meeting and harvest dinner. Besides providing amazing food from the neighbors we conduct BMNA board business and provide an open microphone for neighbors to share thoughts and concerns.

During the hot month of July we host an Ice cream social on Cedar Lake Road, bringing together several local ice cream producers for a tasting competition and live music.

The Sip and Stroll event in the fall provides an opportunity for our residents to get to know the local businesses, as they open their doors in a different way to meet and greet residents and answer questions. Special discounts are provided and live music celebrates the event.

Other events we support include our Minneapolis "National Night Out" block parties, cricket sporting tournaments at Bryn Mawr meadows, a picnic potluck on Cedar Lake, activities at Eloise Butler Wildflower Gardens, Anwatin Middle School and Bryn Mawr Elementary events and neighborhood garden tours.

7. What else would you like the Neighborhood and Community Engagement Commission know about your organization?

Bryn Mawr has been a progressive and active neighborhood since the days when Highway 394 divided us. We welcome the opportunity to collaborate with the NCR and NCEC and look forward to working together to make our neighborhood and city a great place to live.

8. Besides funding, what are some other ways that the NCR and NCEC can help your neighborhood organization?

Simply to maintain open and honest communication and work together.

ESTIMATED BUDGET

Staff Expenses: Neighborhood Coordinator	\$ 9,000
Professional Services: Accounting	\$ 250
Occupancy: Summer Meeting Space	\$ 300
Communications/Outreach: Bugle Printing	\$ 7,200
Web Design	500
Supplies and Materials: Office Supplies	\$ 100
Festivals and events	\$ 2,500
Food and refreshments	\$ 1,000
Development	\$ 500
Fundraising	\$ 250
Total	\$ 21,600

Bryn Mawr Neighborhood Association

Bylaws

ARTICLE I. NAME

The name of this organization shall be the Bryn Mawr Neighborhood Association, Inc. ("BMNA").

ARTICLE II. PURPOSE

- A. The purpose of the BMNA shall be:
1. To strengthen our community.
 2. To improve the quality of life in our community.
 3. To foster good personal relationships in our community.
 4. To open channels for information and communication in our community.
- B. The BMNA shall strive to:
1. Actively search out opportunities in our community for improving the quality of life. Then, through research and discussion, arrive at and implement courses of action directed toward the realization of such opportunities.
 2. Function as a non-sectarian, non-partisan group to keep the Bryn Mawr community alert and informed on proposals and activities of the various civic, commercial and governmental bodies, which affect the community.
 3. Coordinate the activities of the BMNA with other neighborhood organizations and institutions.
 4. Represent the feelings and opinions of the members of the BMNA.
 5. Provide governmental agencies with an organization from which they can obtain community information and reaction to their proposals, plans and policies.

ARTICLE III. NEIGHBORHOOD BOUNDARIES

The territorial boundaries of the BMNA ("Neighborhood Boundaries") shall be the following:

East: Lyndale Avenue

North: From the WEST Minneapolis City Boundary east along the centerline of Glenwood Avenue to the centerline of the Canadian Pacific Rail line. South on the Canadian Pacific Rail line until it intersects the centerline of Bassett's Creek. Then east along the center of Bassett's Creek until the Creek reaches the northern boundary of parcel 2802924120021. At that point the boundary switches from the creek centerline to the northern boundary of the parcel and follows the parcel line eastward to Lyndale Avenue North.

West: Minneapolis city limits.

South: Cedar Shore Drive.

ARTICLE IV. MEMBERSHIP

- A. Membership shall be on an annual calendar year basis.
- B. Membership in the BMNA shall be available to any person who is at least 16 years of age, and who:
1. Resides within the Neighborhood Boundaries; or
 2. Owns property within the Neighborhood Boundaries; or
 3. Owns or manages a business within the Neighborhood Boundaries; or
 4. Is an elected governmental official whose constituency consists of all or some of the persons residing within the Neighborhood Boundaries.
- C. Associate membership may be granted to persons upon such terms and conditions as shall be determined by the Executive Board.

ARTICLE V. OFFICERS

- A. Only members of the BMNA shall be eligible to hold office.
- B. The BMNA shall have as its officers a President, Vice President, Secretary, and Treasurer.
- C. The terms of office shall be two years. The terms shall be staggered, with the President and Secretary elected in the even years and the Vice President and Treasurer elected in the odd years.
- D. Election of officers shall take place at the Annual General Membership Meeting upon a majority vote of the members present at such a meeting.
- E. Officers shall assume office on the first day of the month next following their election and shall serve until their successors are elected and assume office.
- F. The duties of the officers shall be:
 - 1. The President shall be the chief executive officer of the BMNA and shall preside at all general membership and Executive Board meetings. Each spring the President shall present a report summarizing the activities and accomplishments of the BMNA during the preceding year to the Executive Board and propose to the Executive Board a plan of action for the following year.
 - 2. The Vice President shall assist the President and shall assume the duties of the President in the absence of the President. The Vice President shall maintain an up to date membership roster and shall ensure necessary coordination of neighborhood events (social and fundraising).
 - 3. The Secretary shall be responsible for the minutes of all general membership meetings and of all Executive Board meetings. The Secretary shall maintain a file of all essential reports, and records of the BMNA and maintain files on BMNA adopted policies and positions.
 - 4. The Treasurer shall be responsible for collection of membership dues and all other receipts of the BMNA, disbursement for all expenditures and the keeping of all financial records. Each year, the Treasurer shall prepare a proposed budget for that year to be presented at or before the February Board Meeting. The Treasurer shall report regularly to the BMNA Executive Board on actual financial status in relation to the budget. The Treasurer shall coordinate all required financial reporting and auditing as required by governmental agencies and for maintenance of non-profit status.

ARTICLE VI. NEIGHBORHOOD REPRESENTATIVES

- A. Neighborhood Representatives shall be elected from the general membership to serve a term of two years. The terms shall be staggered to allow for election of Representatives from Areas 2, 4, and 6 in even numbered years, and from 1, 3, 5, and 7 in the odd numbered years.
- B. The Neighborhood Representatives shall reside in and be elected upon the majority vote of members of the BMNA who reside in the following areas:
 - Area 1: The area west of Cedar Lake and south of the B.N. railroad tracks to southern boundary of Cedar Shore Drive.
 - Area 2: The area south of I-394 and west of Penn Ave., north of Cedar Lake.
 - Area 3: The area north of I-394, east side of Penn Ave., south of Bassett's Creek, with Bryn Mawr Meadows on the east.
 - Area 4: The area on the west side of Penn Ave. and south side of Laurel Ave., east side of Thomas Ave. and north of I-394.
 - Area 5: The area west side of Penn Ave., south of Bassett's Creek, east side of Sheridan Ave. and north side of Laurel Ave.
 - Area 6: The area on the west side of Sheridan Ave., the north side of Laurel, to the west side of Thomas Ave., south to I-394, and on the west by the Park Board property line to Hawthorne, and the north by Upton to Chestnut Ave.
 - Area 7: The area north of Anwatin school grounds (Hawthorne extension) east of the Park Board property line, south of Glenwood Ave., and west of Upton Ave. and Bassett's Creek.
- C. Each Neighborhood Representative shall be elected at the Annual General Membership Meeting upon a majority vote of those members present.
- D. The Neighborhood Representatives shall assume office on the first day of the month next following their election and shall serve until their successors are elected and assume office.
- E. The duties of the Neighborhood Representatives shall be:
 - 1. To assist in the annual membership drive.
 - 2. To identify concerns and problems of the residents of each Area and to bring these to the Executive Board.
 - 3. To communicate and act as liaison with residents of their Area.

4. To attend monthly meetings of the Executive Board or to arrange for a substitute representative.
5. To present their feelings and opinions as members of the Executive Board

ARTICLE VII. EXECUTIVE BOARD

- A. The BMNA officers, Neighborhood Representatives, the President of the preceding year, the Neighborhood Revitalization Program Chairman ("NRP Chair"), and a delegate from Anwatin Community School Advisory Council shall comprise the Executive Board. No individual may hold more than one position on the Executive Board. Any position of the Executive Board may be shared by more than one person up to a limit of four people for any given position. The Executive Board shall meet on a regular monthly basis and shall hold such special meetings as may be called by the President. A **quorum** for all meetings shall be **one-third of all positions** on the Executive Board. At times issues requiring action by the Executive Board may arise between the regularly scheduled meetings. In that event, e-voting conducted by e-mail is allowed with a minimum affirmative vote of fifty-percent-plus-one of all positions of the Executive Board required to authorize Executive Board action. Any action taken through this method shall be summarized at the next scheduled BMNA meeting and included in the published minutes. (A telephone call shall substitute for e-mail in the event that an Executive Board member does not have access to e-mail.)
- B. The Executive Board shall have the authority to organize any special or standing committees as the needs of the BMNA may dictate. The Executive Board shall have responsibility for delegating work to and coordinating work of all special and standing committees.
- C. The Executive Board shall have the authority to appoint and nominate individuals to perform tasks for the BMNA and to represent the BMNA within and without the neighborhood upon such terms and conditions as shall be determined by the Executive Board. The Executive Board shall, in its sole discretion, have the authority to remove such individuals from the positions to which they were appointed.
- D. If any Officer or Neighborhood Representative resigns, becomes ineligible for membership during his or her term of office, or is removed by the Executive Board for good cause after having been notified of such cause and having been given an opportunity to respond thereto at a regular meeting of the Executive Board, the Executive Board shall be authorized to elect a successor at its next or any succeeding meeting, by a majority vote of the positions of the Executive Board present at such meeting, or the Executive Board may call a special general membership meeting for the election of a successor.
- E. A Nominating Committee of at least three members shall be appointed by the Executive Board at its January meeting.

ARTICLE VIII. VOTING AUTHORITY

- A. Each position of the Executive Board will have one vote on each matter before the Executive Board.
- B. For any position represented by more than one person, proportional voting will be in effect if there is more than one person in attendance from that position at the time of the vote. Each person in attendance from that position will have an equal fractional vote so that the total fractional votes for that position equal to one.

ARTICLE IX. ELECTIONS

The Nominating Committee shall be responsible for:

1. Preparing a slate with one or more candidates for each office and Neighborhood Representative position (nominations for all offices and Neighborhood Representative positions may be made by any member at the Annual General Membership Meeting);
2. Distribute this slate of candidates to all members at least seven days prior to the Annual General Membership Meeting.
3. Preparing ballots; and
4. Conducting the election of the officers and Neighborhood Representatives.

ARTICLE X. MEETINGS

- A. The Annual General Membership shall be held during April or May of each year. Additional general membership meetings shall be held when deemed necessary by the Executive Board.
- B. Public Notice of each general membership meeting shall be given prior to the meeting by publishing such notice in the BMNA's newsletter.
- C. All meetings of the BMNA, the Executive Board, and any special or standing committee of the BMNA shall be open to any person wishing to attend.
- D. Only members as defined in Article IV (C) shall be entitled to vote at any BMNA meeting.
- E. Absentee ballots shall be made available by Area Representatives in the week preceding elections to members of the BMNA. Attendance at the meeting invalidates the absentee ballot.

ARTICLE XI. CONTRIBUTIONS

The amount to be suggested for household annual contributions to BMNA shall be established by the Executive Board.

ARTICLE XII. NEWSLETTER

- A. The BMNA shall publish an official newsletter, which shall be distributed to all the residents in the neighborhood. The policies of the publication shall be consistent with those of the BMNA.
- B. The Executive Board shall have the authority, in its sole discretion, to appoint and remove an Editor of the BMNA's newsletter. The Editor shall be responsible for producing and editing the newsletter.

ARTICLE XIII. PARLIAMENTARY AUTHORITY

The Parliamentary Authority for the BMNA shall be Robert's Rules of Order: Newly Revised.

ARTICLE XIV. AMENDMENTS

These by-laws may be amended in the following manner:

- A. The Executive Board upon the affirmative vote of two-thirds of the members thereof may propose an amendment to the by-laws by resolution setting forth the proposed amendment and directing that it be submitted for adoption at a meeting of the members; or any five members may set forth a proposed amendment by petition by them subscribed, which petition shall be filed with the Secretary of the BMNA.
- B. Written notice of the meeting of the members, stating the purpose including the proposed amendment shall be given to each member entitled to vote on the proposed amendment and to each Executive Board member at least five days prior to the vote.
- C. If notice required by this clause has been given, the proposed amendment may be adopted at any meeting of members upon a majority vote of the members present at such meeting.

Incorporated May 4, 1976

Amended May 18, 1983; May 20, 1987; December 1996 and May 13, 1998; April 12, 2000, May 10, 2000, March 8, 2005, January 9, 2008.

