
COMMUNITY PARTICIPATION PROGRAM
West Calhoun Neighborhood Council

CONTACT INFORMATION:

Organization Name:	West Calhoun Neighborhood Council
Address:	3208 West Lake St., Box 1 Minneapolis, MN 55416
Website url:	www.westcalhoun.org
Organization email:	info@westcalhoun.org
Federal EIN:	41-1837435
Board Contact:	Name: Michael Wagner, Chair
Staff Contact:	Name: Rhea Sullivan, Coordinator

FUNDING ACTIVITIES.

Use the following questions as a guide for your submission.

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?

In order to gather neighborhood input on our three-year plan, we will schedule a public meeting in the fall of 2011. We will use the input gathered at the meeting to guide the development of our proposal. To notify residents, business owners and property owners of the meeting, we will use the communication channels we have in place. Notices of our process will be included on our website, in our newsletter and in our e-newsletter. We may also mail an informational postcard to the neighborhood.

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

Our outreach in 2011 will include:

1. Printing and delivery of our periodic newsletter, *The Wavelength*.
 2. Distribution of our monthly e-blast.
 3. Distribution of our periodic e-newsletter.
 4. Our website: www.westcalhoun.org
 5. Printing of a large color postcard twice a year to publicize our annual meeting and other neighborhood events.
2. How will your organization reach out to under-represented groups in your community? Who are these groups?

West Calhoun has a high percentage of renters. Our Board currently has only one renter. To reach more renters this year, WCNC plans to do two postcard mailings to all addresses in the neighborhood. We also plan to post information about our annual meeting and events in rental buildings where it is possible.

Another under-represented group in the community is business owners. West Calhoun Neighborhood Council created a group to begin to address this issue around the SW LRT Station Area Planning in late 2010. The SW LRT Stakeholders Group is made up of neighborhood representatives from WCNC and CIDNA neighborhoods, and business owners and property owners from both neighborhoods. WCNC will be continuing this group, but will also be working to form a business association in 2011 made up of businesses in West Calhoun and Cedar Isles Dean neighborhoods.

3. What planning activities would your organization like to carry out in 2011? (This could include strategic planning, land use planning, NRP planning, etc).

Planning activities in 2011 will include planning for the West Lake Station on the Southwest Transitway. We will also study traffic and plan for how to address traffic problems in the neighborhood. We have currently undertaken a Capstone Senior Project in conjunction with the University of Minnesota, led by Vice Chair Jeff Peltola. The students will provide traffic counts and a scope of work for a possible traffic study of the area. We will likely also form a committee to review our Phase I NRP Plan and develop a plan to reallocate funds to current projects.

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

We provide information to the community through the outreach channels mentioned in question #2, including our website, newsletter, e-newsletter and via postcard. We also occasionally post posters in rental buildings and the local coffee shop. We have used surveys in the past to gather information from the neighborhood. We have also had public meetings on topics of community interest.

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

In 2011, West Calhoun Neighborhood Council will sponsor:

- Earth Day Clean Up at Lake Calhoun – April 16, 2011
- Annual Meeting and Board Elections – May 10, 2011
- Neighborhood Get-Together - Summer 2011 (plans are in the works)

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

- West Calhoun Neighborhood Council has been very proactive about Southwest Transitway planning over the last year. We have had representatives involved in

the Community Members' Working Group and the Park Board CAC and have also attended meetings of the Southwest Transitway Advisory CAC. We have had community meetings to inform residents about the SW LRT planning and to gather their feedback. This winter we have brought together SW LRT Stakeholders from West Calhoun and Cedar Isles Dean neighborhood businesses, property owners and residents to plan for the SW Transitway and give feedback on the Station Area Strategic Planning document in the SW LRT Stakeholders Group.

- WCNC has a Board member that serves on the Midtown Greenway Coalition.
- WCNC partners with the MPRB every spring to host a Earth Day Clean-Up site at W. Calhoun Parkway and W. 32nd St.
- WCNC partners with The Bakken Museum.
- West Calhoun values the strong business community in the neighborhood and is working to develop a business association.

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

Have NCEC Commissioners attend WCNC meetings.

Share expertise on topics of interest, like how to form a business association.

ESTIMATED BUDGET

Staff Expenses	\$ 10,000
Employee Benefits	\$ 0
Professional Services	\$ 0
Occupancy	\$ 0
Communications/Outreach	\$ 3,725
Supplies and Materials	\$ 350
Festivals and events	\$ 2,245
Food and refreshments	\$ 250
Development	\$ 0
Fundraising	\$ 0
Other Services	\$ 0
TOTAL:	\$ 16,570

WEST CALHOUN NEIGHBORHOOD COUNCIL
BYLAWS
Revision 2010

Article I: Name

The name of the organization is West Calhoun Neighborhood Council, abbreviated to WCNC.

Article II: Purpose

The purpose of the organization is:

1. to promote a greater sense of community among the residents of the area;
2. to have a voice in civic affairs affecting our community;
3. to maintain and improve our neighborhood environment;
4. to develop a sense of individual involvement in the community;
5. to promote social, cultural, recreational and educational opportunities in the area;
6. to establish regular communications with neighborhood residents, other neighborhood groups, and government officials and bodies on issues affecting the neighborhood;
7. to act and pursue the interests of the neighborhood on issues in a non-partisan way;
8. to represent the West Calhoun neighborhood before City boards, commissions and other governmental entities as needed.

Article III: General Membership

The West Calhoun neighborhood shall be defined as that general area bounded by: 1) Lake Street on the north, 2) Lake Calhoun on the east, 3) West 36th Street on the south, and 4) France Avenue on the west.

General membership shall be open to all individuals of legal voting age residing in the neighborhood and each business or non-profit organization located within the boundaries described above may send one duly appointed representative.

Article IV: General Membership Meetings

1. There shall be an annual general membership meeting at least once per year as designated by the Board of Directors, at which time election of members to the Board of Directors shall occur.
2. There may be special general membership meetings as prescribed by the Board of Directors.
3. A special general membership meeting may be called by a petition of no fewer than 25 members.
4. A notice containing the agenda of the general meeting shall be made available to the public at least seven days prior to the meeting.
5. All general membership meetings shall be open to the public.

Article V: Monthly Board of Directors Meetings

1. The Board of Directors shall meet monthly and/or as designated by the Board of Directors.
2. All members of the Board of Directors shall be notified of the date, time and place of all Council meetings. All monthly Board of Directors meetings shall be open to the public.

Article VI: Voting

1. Voting for the election of the Board of Directors shall be limited to general members, as defined in Article III. There is one vote per member.
2. Voting at the Council meetings shall be limited to the Board of Directors.

Article VII: Quorum

1. At the annual general membership meeting, those present and voting constitute a quorum.
2. At any special membership meeting as prescribed by the Board of Directors, those present and voting constitute a quorum.
3. At any meetings of the Board of Directors, a simple majority shall constitute a quorum.

Article VIII: Fiscal Year

The fiscal year shall be from January 1 to December 31 of any given year.

Article IX: Board of Directors

A. Membership

1. The Board of Directors shall consist of 9 elected members from the general membership and no person who is currently serving on the Board of Directors of any other neighborhood council shall be eligible to serve. It is recommended that the Board of Directors shall, if at all possible, consist of a representative cross-section of the West Calhoun neighborhood.
2. The Board of Directors shall be elected by a majority vote of general members at the annual general membership meeting for a term of one year or until the next annual general membership meeting.
3. Officers of the Board shall consist of the chair, vice chair, secretary and treasurer.
4. Officers of the Board shall be elected by a majority vote of the Board of Directors after the annual general membership meeting for a term of one year or until the next election of officers.

5. Vacancies occurring between annual general membership meetings shall be filled by either special election or by appointment as prescribed by the Board of Directors.
6. Any individual member of the Board of Directors may succeed herself/himself if re-elected.
7. Any Board member may resign in writing. Further, a Board member's absence from three consecutive meetings of the Board without communicating the reason for any of the absences to the Board shall constitute resignation, effective upon adjournment of the third meeting.

B. Powers and Duties

1. The powers of the Board of Directors shall be those powers usually consistent with the operation of an organization, including, but not limited to, the filling of vacancies among its committees, management of fiscal affairs, the deliberation of issues and establishment of organization positions through communication with the membership, the dissemination and implementation of such positions, appointment of special representatives of the organization, development of operational guidelines, and such other activities as it may desire which are not inconsistent with these by-laws.
2. The duties of the chair shall be to set the agenda and preside at all meetings of the organization, nominate committee chairs, and act as official spokesperson of the organization, and such other duties as the Board of Directors may prescribe.
3. The duties of the vice-chair shall be to perform the duties of the chair in the event the chair is not able to do so, and to perform other duties as the Board of Directors may prescribe.
4. The duties of the secretary shall be to record the minutes of each meeting, to notify Board members of special Board meetings, and to assist in the preparation of letters and reports of the organization, and such other duties as the Board of Directors may prescribe. If a staff Neighborhood Coordinator is available, these duties may be delegated to that person and no secretary need be elected.
5. The duties of the treasurer shall be to keep and record the financial transactions of the organization.

Article X: Conflict of Interest Policy

The Board of Directors of the West Calhoun Neighborhood Council (WCNC) shall avoid any conflict between their own respective personal, professional or business interests and the interests of the Council in any and all actions taken by them on behalf of Council in their respective capacities. In the event that any Board member or staff person shall have any direct or indirect interest in, or relationship with, any individual or organization which

proposes to enter into any transaction with WCNC. Including but not limited to transactions involving:

1. the sale, purchase, lease or rental of any property or other asset;
2. employment, or rendition of services, personal or otherwise;
3. the award of any grant, contract or subcontract;
4. the investment or deposit of any funds of the WCNC

such person shall give notice of such interest or relationship and shall thereafter refrain from discussing or voting on the particular transaction in which he/she has an interest, or otherwise attempting to exert any influence on the WCNC to affect a decision to participate in such transaction.

Article XI: Committees

1. The Board of Directors may create standing committees, which may include, but are not limited to:
 - a. Neighborhood Communications
 - b. Zoning/Variance/Development
 - c. Traffic
 - d. Environment
2. Each committee shall also consist of at least two Board members and may also consist of general members.
3. The Board of Directors may establish and abolish temporary committees as needed to conduct the affairs of the organization.

Article XII: Amendments

Amendments to these bylaws may be adopted by the general membership at any meeting for which at least 7 days prior written notice has been given. The notice shall be provided to all general members and shall include the general nature of the proposed bylaw changes. The content of the proposed bylaw changes will be made available on the WCNC website and a paper copy will be made available on request. A 2/3 majority of the members present and voting are needed for it to pass.