



NRP Policy Board

Meeting Minutes

Tuesday, January 21, 2014

Crown Roller Mill

Call to Order

Chair Jeffrey Strand called to order the regular meeting of the NRP Policy Board at 5:45 pm on January 21, 2014 at the Crown Roller Mill, Conference Room 3.

1. Introductions

The following Board Members were present: Commissioner Gail Dorfman, Council Member Kevin Reich, School Board Member Josh Reimnitz, Andres Hortillosa, Denis Houle and Jeffrey Strand.

The following Board Members were absent: Senator Jeff Hayden, Kirk Roggensack and Jeremy Hanson Willis.

The following staff members were present: David Rubedor, Robert Thompson, Howard Blin, and Cheyenne Brodeen.

2. Approval of Agenda

Motion by Dorfman seconded by Reimnitz, to approve the agenda. Motion carried unanimously.

3. Approval of September Minutes

Motion by Strand, seconded by Dorfman, to approve the November minutes. Motion carried unanimously.

4. Policy on Neighborhood Relief Fund

NCR Director David Rubedor and Neighborhood Support Manager Robert Thompson explained that The Neighborhood Relief Fund is intended to provide relief to an organization in order to preserve City investments and assets, reduce risk to volunteer organization leaders and maintain effective neighborhood organizations.

For a variety of reasons, neighborhood organizations funded through the Minneapolis Neighborhood Revitalization Program (NRP) or the Community Participation Program (CPP) may experience periods of financial hardship:

- Community emergency requiring immediate response from a neighborhood organization (e.g., May 22, 2011, tornado);
- Loss through theft, fire or other hazard (e.g., office fire);
- Initial costs of defense against lawsuits (e.g., insurance deductible)
- Financial mismanagement;
- Conflict and management issues; or

- Other extraordinary circumstances.

Since 2011, the Neighborhood and Community Relations Department has provided support to neighborhood organizations during times of crisis:

- In response to the May 2011 tornado, NCR worked with North Minneapolis neighborhood organizations to support their work in organizing volunteers for community cleanups, and assisted with development of the Rebuilding Our Community Fund.
- In 2013, several neighborhood organizations were threatened with lawsuits. While some of these lawsuits have been dismissed with no judgments against the organizations, others are still pending. These lawsuits leave the organizations facing legal bills, and organizational leaders and volunteers feeling unsupported and stressed. NCR has provided support through a blanket Directors and Officers Liability Policy, and through guidance by nonprofit attorneys and other consultants. However, insurance deductibles place an immediate drain on organization resources, and distract organization leaders' attention away from community issues.
- NCR has assisted several neighborhood organizations in dealing with financial mismanagement by working with new boards to identify and resolve management problems, arranging for audits and financial reviews, and requiring additional financial or management controls within the organization.

Only those neighborhood organizations that are currently receiving funding through the CPP are eligible for the Neighborhood Relief Fund. Any request for relief funds must be approved by the neighborhood organization board of directors, and provide the circumstances and demonstrate the need for the request. Requests by a neighborhood organization of greater than \$25,000 must be approved after 21-day notice and demonstration of broad community support as defined in the Changing Approved Neighborhood Plans policy (adopted by the City Council in July 2013). All requests must clearly identify the intended use of funds. Amounts greater than \$50,000 must also be approved by City Council.

Comments:

- Do neighborhoods seek their own private council? What about Minneapolis City Attorneys, do they provide support to neighborhoods?
 - Staff responded that the NCR department contracts with BAM (Bornstein and McVeigh) Law to provide council. They have over 20 years of experience working with Minneapolis neighborhoods. NCR had conversations with the Attorney's office originally and because BAM law had historical knowledge of supporting neighborhood organizations and the City Attorney's office felt comfortable with that.
- Who determines what is allocated to neighborhoods?
 - It is a case by case basis depending on the circumstance of the Neighborhood. Neighborhood organizations boards have to

approve whether or not to receive the funds and what plan will be established to get the organization running on its own again. The NCR Director would make the final call.

- How was the \$50,000 for council approval determined?
 - It was based on existing City policies.
- Could a summary of legal disputes that involve neighborhood organizations be provided to the NRP Policy Board?
 - Yes, NCR can provide a summary of legal disputes and extraordinary circumstances.

Motion by Reimnitz, seconded by Reich to approve a 45-Day Review period for The Neighborhood Relief Fund. Motion carried unanimously.

5. Grievance Policy Revisions

Howard Blin, NCR Staff shared that the draft of the Policy was submitted to neighborhood organizations in October 2013 for a 45 day review. During the review period only one comment was received, from the Columbia Park Neighborhood Association. Columbia Park suggested that all determinations by the Policy Board on grievances should be communicated to all neighborhood organizations. This is a good suggestion and it is recommended that it be included in the final adopted policy.

Motion by Reich, seconded by Reimnitz to adopt the proposed changes to the Grievance policy including the revisions suggested by the Columbia Park Neighborhood Association. Motion carried unanimously.

6. Recognition of Outgoing Members

Jeffrey Strand, Chair of the NRP Policy Board presented Commissioner Gail Dorfman with the Plaque of Appreciation for her dedicated service to the NRP Policy Board and to Minneapolis Neighborhoods throughout the years.

7. NCR Report

NCR Director David Rubedor thanked members of the Policy Board that attended his Holiday party. He also shared that the Department is in the process of hiring for two vacant positions in the department, the Southeast Asian Community Specialist and the East African Community Specialist. Additionally, he shared that the NCR Department is presenting at the New Council Orientation on Friday, January 24th.

Next Meeting

The next NRP Policy Board will be held on Tuesday, February 18th, 2014 at 5:00p.m.

8. Adjourn

Motion by Strand, seconded by Reich, to adjourn at 6:30p.m. Motion carried unanimously.

Minutes submitted by: Cheyenne Brodeen

ATTEST: Commissioner Gail Dorfman,
NRP Policy Board Secretary