

DRAFT

King Neighborhood Association Meeting Minutes

Friday, July 17 2020

KNA Board Members Present: John Kim, Cheri Folsom, Sara Moses, Laverne Martin, Kellie Shaw, and Libby Deal were absent. Former Chair, Amy Wilson, and former Secretary, Jacquie Walton, were also absent, having sent notice that with their terms long past expiration, that they would not be running again and would give up all duties effective immediately. Meeting concluded early, after one hour, as there were few attendees and insufficient board members present to conduct formal business.

Community Members Present: Jessica Rojas (Associate Director of the Northeast Coalition of Neighborhoods/NECN), and Mark Takiguchi (former Executive Director of Alberta Abbey).

Old Business

- **Approval of KNA July Minutes**
 - With insufficient members present, there was no vote to approve minutes.

New Business

- **New Elections**
 - John and Jessica discussed how to safely conduct board member elections for the KNA during the pandemic.
 - First, the current open positions, Chair, Co-Chair, and Secretary will need to be advertised so that community members can learn about them and consider offering their candidacy.
 - Then we need to pick a mechanism to run the election safely. Jessica stated that any of voting via Zoom, voting by email, Doodle poll, or Survey Monkey poll would suffice.
 - One current unknown is the requirement to verify that candidates actually live within King Neighborhood, and how to capture this information as required. This will need to be investigated.
 - Should current At-large positions become vacated due to those board members taking on new required roles for the KNA, then this process of advertising and running a safe election at distance will need to be repeated for those open positions, probably in the consecutive month after filling the required positions.
 - Jessica was informed that in lieu of an existing Secretary, that At-large member, John Kim, would act as Secretary for purposes of recording minutes until a new secretary can be chosen. And that Libby Deal would be taking over social media notifications for the time being. And also that at the time of the meeting, all Land Use Notifications that had been going to Amy Wilson were being forwarded to Treasurer, Sara Moses.
- **What If Required Board Positions Cannot be Filled?**
 - Jessica discussed options for the KNA if there are insufficient people to officially establish a board.

- One possibility is to just put the KNA into hibernation, where KNA funds would sit in the KNA account up until such time as viable board came forward to establish itself. The NECN could run any required election.
- There are also options for current KNA members to continue to work for community betterment and continue their current projects, just not as an official KNA board member.
- Jessica reiterated that she and the NECN are standing by to support the KNA in whatever is needed.
- Jessica explained that staffing of boards in several neighborhoods has become problematic and that it's not unusual to see some neighborhoods existing without functioning neighborhood associations, or struggle to maintain viable boards, while some neighborhood associations, like Woodlawn, have had and continue to have extremely robust participation.
- **Alberta Abbey update, presented by Mark Takiguchi, former Executive Director of Alberta Abbey**
 - Mark announced that he was no longer Executive Director of Alberta Abbey due to downsizing resulting from the current CV-19 pandemic.
 - Currently the event model cannot work in the current climate
 - Alberta Abbey staff is down to one person, who will manage facilities for existing and future tenants
 - We thanked Mark for everything that he has done for King Neighborhood, participating in school clean-ups and other community events while making us part of the process of Alberta Abbey's continuing evolution.
- **Current Challenges**
 - John briefly discussed some issues he was having with communication with PBOT.
 - John and Jessica discussed that notification to the community continues to be a challenge but that the KNA had made significant strides in the last year in the use of Facebook and NextDoor and that people had started dialing into the KNA Facebook posts detailing local news as it affects King as well as posts detailing resources to help out neighbors in need. John stated that with the KNA now having nearly 1000 followers on Facebook, that perhaps it was time to branch out into other offerings, like Twitter, to reach different demographics. The issue then being if there would be someone to run the very time-consuming social media management full time.
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- **Announcements**
 - Jessica announced that due to receiving new monies from a Portland Clean Energy fund, that the NECN would be hiring a new position. She also said that from restructuring in the city budget, that there might be other funds available in future to help with further initiatives. Since Mark is newly unemployed, she suggested that Mark take a look at the position once posted.
 - John announced that Amy Wilson had sent email notification that, with her term expired as of May, that she was going to step down as Chair of the KNA. Jacquie Walton had already sent a similar email notification. And Cheri Folsom indicated in email that though her Co-Chair position is set to continue to May 2021, outside commitments

leave her unable to continue to fill Co-chair duties and that she is considering running for an At-large position should one or more of the current At-large board members step up to run for the vacant roles, which seems likely given the current need.

- John and Jessica discussed that notification to the community continues to be a challenge but that the KNA had made significant strides in the last year in the use of Facebook and NextDoor
- John gave examples of community outreach run by Cheri Folsom and Laverne Martin, as well as participation in community programs. John mentioned a school safety investigation and with issues getting information and cooperation from PBoT, and Jessica suggested that he get in contact with Anjala Ehelebe of the Woodlawn Neighborhood Association for help in dealing with city officials.