



Board Minutes for April 2022 Meeting  
Kingfield Neighborhood Association  
April 13, 2022

**Members in attendance:** Chris DesRoches, Sarah Tschida, Alice Johnson, Lorial Roballo, Dave Searl, David Robbins, Todd Shipman, Josh Martin, Jerome Rankine

**Members absent:**, Becky Dankowski, BJ Titus, Brighton McCormick, Katie Blanchard

**Meeting Chair:** Chris DesRoches

**Confirmed quorum:** Quorum was met at 7:05

## Agenda

### Meeting Called to Order/ Consent Agenda (minutes & Agenda) / Community Forum

Shipman moved to approve to approve the consent agenda  
Johnson seconded  
All present approved the consent

## Staff Update

### List of Accomplishments

- [2021 Accomplishments.docx](#)

This is submitted to the city as an attachment to our Community Participation funding closeout (CPP.) It is due Friday, so Board members encouraged to call out what 2021 activities are missing.

What is missing:

- When was the Park Resource Fair? 2020
- Add
  - Survey of Neighbors at Farmers Market & Door Knocking
  - Election Forums – Park Board & Charter Amendment (with other neighborhoods)
  - Garden Tool Swap & Earth Day Cleanup
  - Bridgil (stopped and then started again with the trial)

Some of these missing items were added mid-meeting to the Google Doc

These will also be presented to the community at the Annual Meeting. We need 2-3 people to talk about one of these. Saturday May 14<sup>th</sup> 1-2 pm At Butter Bakery

## (Staff Update Continued)

**Encampment Resolution Draft** – [Message included in board packet](#). Board members read and then decide if we will vote on it.

This note to our board is asking us to sign on to the letter to the city, and includes a link to that letter.

- Chris – Spoke in support of this letter and the needs for these policies.
- Sarah T. – This impacts our neighborhood, the people living there are our neighbors.
- David R. – Wishes this letter was clearer on actions
- Call to Vote to Board Signing-On to the letter by Chris DesRoches.  
Passes with 6 in favor – 0 Opposed – 2 abstain

## Third Quarter Budget Report

### [Budget vs Actual YTD](#)

- Total Revenue off by \$64,076 on YTD against budget, but we just submitted another reimbursement of ~\$49k from city
- Other lower lines items for revenue are: Individual Donations, Product Sales (an opportunity since we have supplies), and Events.
- Total Expenses –
  - Wages are higher than budgeted due to previously approved amendment by board to extend the contract for employee sharing with LNA
- Financial Positions
  - We are eating into NRP reserves with city (part of this is because we work with Lyndale) Drawing down NRP reserves but payments from Lyndale go to checking account. Converting NRP to Unrestricted Funds in a way. This helps close out these contracts, which we are encouraged to do (SLR)
  - [City Contract Report 22-4](#) outlines NRP contracts & their approx. remaining balances.
  - ~\$216,373 remaining in NRP funds for the Neighborhood.
  - City Contract Report 22-4 tab-2 Has contract broken out by strategy names & projects.
  - Note, CPP has a column on this report, tab-2 but these funds are done/have been eliminated.
  - [FY22 Q3 Pie Chart](#)
    - Shows more % of time on Administration now, rather than projects
    - In Previous years (see [2017](#), [2018](#)) we were able to spend over 50% on project support
    - Less money, more time on admin, paperwork, and fundraising.
    - More money, more time for projects.

## Options for the Future including an Organizational Merger

- SLR sets up the small Group Board Work.
- KFNA has received 2 partnership grants (South Nicollet Corridor – Tangletown, Lyndale, Kingfield)
  - Pollinator Garden \$40k
  - Discuss Merger \$20k

## Other Staff Updates:

- We just sent out first **SW Connector newsletter** insert.
- Since we don't have a designated Green Committee currently, SLR asks if there are Board Members that want to work with the group doing the Pollinator Pathway Project grant.

## **Small Group Board Work around a Merged Organization**

After the 40 minutes, the opportunity to discuss was offered, no one wanted to report out.

SLR – This is just the beginning of these discussions, but want to get people thinking about it.

Chris DR – This is especially poignant for staff since these discussions will change their employment.

## **Strategic Planning Update – Josh Martin**

After the May meeting, Strategic Planning Committee, incorporated feedback from board members, and adjusted to the [draft that is in the April Board Packet](#). This will be presented to community for their feedback.

Biggest change from May to April – Re-work to make mission statement clearer, moved text to guiding principles, fleshed out these guiding principles to more clearly communicate their purpose.

Question: What does “Independent Organization” mean?

Answer: Independent of the city.

The great work of the committee was called out. The word “Improve” in the mission statement was addressed, how it could be improved, and the hours already spent talking about how to improve (sic.) the word choice.

SLR – Mission statement should be memorable and short enough that members will remember it.

How will we get this to the community? Discussed QR, Print, E-News hopeful – but Website, Facebook, Instagram, E-mail are likely the options available first to get it in front of community members.

The feedback from this session will be taken by committee, they will meet soon and then get a new draft back to Board Members by E-mail to review.

## **Annual Meeting & Recruitment Update—David Robbins**

We need people to present at the meeting. One spot is slotted for a member of the Strategic Planning Committee to present. Still need One-Two more volunteers for the May 14<sup>th</sup> Meeting.

Up for re-election this cycle: David S, Jerome, Katie B, Chris, Becky, Lorial.

There are Board Meet & Greet coming up soon Lowbrow w/David R & Coffee w/Sarah T. Would be good to have a 2<sup>nd</sup> Board member at these events. [Details on our website & in newsletter.](#)

## **Committee Updates**

- Fundraising –
  - Watch out for Porchfest & Stagefest
  - Upcoming progressive dinner with Todd & Becky TBD
  - Sap Tap – [See Document in Packet](#)
- Redevelopment
  - Walk & Talk on Grand Ave with City Planners  
40<sup>th</sup> & Grand. April 14th 7:00 PM

**Meeting Close at 9:00 pm**