



**Shingle Creek Neighborhood Association
SCNA Board Meeting Minutes
May 10, 2016 6:30-8:30pm Creekview Park
5001 Humboldt Ave N, Minneapolis MN 55430**

Board member attendees: Pam Owens (C), Jeffrey Strand (VC), Daren Johnson(T)(e), Carol McCrillis(S), Larry Bontreger, Lori Thayer, Julie Voight, Fred Statema, Marie Castle(e), Justin Schmidt, Holly Constant

Guests: Stacy Sorenson NCR staff, SCNA staff

- 1. Welcome and Introductions by Chair Owens at 6:35pm**
- 2. Motion to approve agenda with two additions by Mr. Strand, Mr. Statema, m-c**
- 3. NCR staff report:** Stacy Sorenson reviews hand out with SCNA Board and discusses timeline and NRP funding.
- 4. CPP Annual Report 2015 Motion to approve the presented annual report with recommendations made by Mr. Strand, by Mr. Strand, Ms. Thayer, m-c**
- 5. Officer Reports**

a. Treasurer's report

i. Monthly report presented by Chair. **Motion to approve monthly treasurer's report and pay the bills, by Mr. Strand, Ms. McCrillis, m-c**

ii. **SCNA 990: Motion to approve the 2015 Profit and Loss statement for use with the preparation of the SCNA 990 and MN Charities annual filing, and to use the suggested CPA firm for the preparation for the quoted \$425 (Marc Colin, CPA | Carpenter, Evert and Associates, Ltd. 7760 France Avenue S | Suite 940 | Bloomington MN 55435, Office 952.831.0085 | Direct 952.465.0297 www.carpenterevert.com | Marc@carpenterevert.com) by Mr. Strand, Mr. Statema, m-c**

iii. **Bookkeeper/Treasurer/Herobotics logistics:** SCNA has been in a search for a bookkeeper for quite sometime. As a small nonprofit, in the past we have had the treasurer and bookkeeper be the same person. For the past few years, SCNA did contract with an independent contractor for the bookkeeper position. New board member Mr. Schmidt announces that he has an interest in both positions of bookkeeper and treasurer. SCNA discusses the possibility of having quarterly oversight of a bookkeeping service to help with separation of duties. Having a bookkeeper and Treasurer on board and up to speed as we proceed to grow are important in the near future with the Herobotics grant possibility coming up this month. Mr. Schmidt has Quickbooks experience and will work with the Chair and staff to review and learn more about the current SCNA books/systems for next meeting.



b. Secretary's monthly report: Motion to accept the April Annual Board and Elections meeting minutes, with one amendment that Jared by Ms. McCrillis, Mr. Strand, m-c

6. May Officer Elections

a. Chair Owens reviews the bylaws regarding the four officer positions and turns the Chair over to Vice Chair Strand who opens the floor for nominations for Chair. **Chair:** Mr. Bontreger nominates Ms. Owens for Chair, Mr. Strand calls three times for further nominations, closes nominations, and returns Chair to Ms. Owens.

b. Vice Chair: Chair Owens opens the floor to nominations for Vice Chair. Mr. Bontreger nominates Mr. Strand. Ms. Owens calls three times for further nominations, closes nominations.

c. Secretary: Chair Owens opens the floor to nominations for Secretary. Ms. McCrillis nominates Ms. Constant. Ms. Owens calls three times for further nominations, closes nominations.

d. Treasurer: Chair Owens opens the floor to nominations for Treasurer. Mr. Strand nominates Mr. Schmidt. Ms. Owens calls three times for further nominations, closes nominations.

e. Motion to approve all officer positions by voice acclimation by Mr. Strand, Ms. McCrillis, m-c Congratulations to the new officers!

7. Old/New Business:

a. Garden Updates:

***Olson garden draft plans:** Pam Owens Ms. Owens distributes two handouts regarding possible ideas to improve the Olson Middle School Atrium garden. The principal is contacting Clyde Kane MPS Facilities Mgr regarding the trees and hopefully will have some suggestions on what they'd like to see in the future. Discussion about having a partnership with MPS/Olson Middle School is important. More detailed plans will be brought back at a future date with a more accurate plan/budget for the board to consider.

***Common Ground:** draft plans: Larry Bontreger presents draft plans for improving the Common Ground garden space. Motion to approve using Peranda Property services for \$1591 to make the suggested improvements at the garden by Mr. Strand, Mr. Statema, m-c.

***Tiny Fields Gardens:** Have had a great response: Larry Bontreger presents that there have been 19 people who signed up for the Tiny Fields garden project. He is working with Emily Organ on this partnership. Tilling will begin later this month and planting.

b. SCNA Manual/Charities review (see separate handout) Chair and subcommittee to review and complete.

c. SCNA Host discussion about Future of neighborhood organizations:

SCNA received word from NCR Robert Thompson that they are looking for neighborhood organizations who would be interested in hosting discussions about the future of neighborhood and their relationship to the city. Consensus is that SCNA is interested in being one of the host neighborhoods.

d. Seeking possible help with planning for the future for SCNA. Due to time no discussion.

8. Adjourn Motion to adjourn at 8:45pm by Ms. McCrillis, Mr. Statema, m-c

