

# Cully Association of Neighbors Board Meeting Minutes - DRAFT

Tuesday, March 22, 2022, 6:30-8:30pm

Online meeting via Zoom

## Board Introductions and Roles

- Board members in attendance: Annette Pronk, David Sweet, Gregory Sotir, Isha Leinow, Josh Heumann, Maria Grzanka, Talia Kahn-Kravis, Vena Rainwater; Absent: Chris Browne
- General Members in attendance: Michael Morrissey (CAN CNN Representative)

## Public Comment Period

None

## Approval of previous minutes\*

- **Motion to approve meeting agenda:** Talia Kahn-Kravis motions to approve previous minutes. Vena Rainwater seconds.
- **Vote:** majority present in favor. None opposed. None abstain. Motion passes.

## Admin working group:

Elections!

- Josh: elections are 3 weeks from tonight, 5 people running for 3 open positions. 1-year term left by Annette, two 2-year terms, 1 left by Talia, 1 for Chris's position up for re-election. 1 and 2-yr terms will be voted on separately, need to add CNN rep to ballot form, Michael running, no one named yet for secretary,
- logistics: each candidate gets time to talk, maybe Q&A, will record meeting for CNN records, need to reconcile vote count with names in chat
- Elections first on agenda, speaker in the middle
- **ACTION ITEM:** Josh will look up on the bylaws what happens if no secretary

Volunteers for the Grievance Committee

- Josh: volunteers needed? Qualities needed?
  - Listening ability, availability, being able to seek resolution, patience, able to put judgment aside
- Isha: slate me for non-board position
- Maria: perhaps the people running for board elections that were previously on grievance committee would volunteer as board members on the committee since they are already familiar with the process
- **ACTION ITEM:** Josh will reach out to Tess and Carol to see if they would volunteer as board members for grievance committee

Onboarding of new board members

- Run through the onboard list and solicit any reflections on the onboarding process

## Cully Association of Neighbors Board Meeting Minutes - DRAFT

Tuesday, March 22, 2022, 6:30-8:30pm

### Online meeting via Zoom

- Vena: on-boarding for a specific task, this list was helpful, intro session on bylaws that we rely on most, didn't understand how they were used until it was needed
- For example, we use this document to make decisions, here are some examples of how we've used them recently
- Talia: 1-to-1's were also helpful, chance to ask questions, make sure I was oriented to the Google docs, list of things to read, reading the bylaws might have been enough
- Isha/Josh: add ask incoming members what they want to accomplish on the board
- Isha/Josh: add sign up for working group
- Michael: background/context was helpful in navigating CNN, suggest that CNN rep doesn't have to be a board member, but it is helpful, in order to reflect back to CNN need to know what the board is doing
- Maria: group bylaw explainer, could be more strategic about buddy pairings, possibly based on what working group people are interested in

### Offboarding of departing board members

- Collecting information from off-boarding members, sit down to interview, or survey
  - Changing ownership of google documents
  - Inventorying physical items
  - Cleaning up access/updating mailing lists
  - Password transfer (if necessary)
  - Notifying CNN/doing state registration paperwork
  - Bank account access
  - Exit interview/survey
  - Confer with people who will be staying on the board as to what they want to know
  - What did you want to accomplish by joining the board?
  - Did you achieve that goal?
  - If not, what prevented you from doing so?
  - Getting quantitative information on things like understanding the bylaws, getting a sense of their role on the board
  - Updating names on the website
  - Officer-specific handoff (eg Treasurer and dropbox)
  - Celebration! Thanks to outgoing and incoming members
- Everyone agrees with content, some preference for surveys rather than interviews, could wrap reflection (on survey) into celebration
- Maria: wondering if there is a contact list
- **ACTION ITEM:** Admin working group to work on off-boarding survey
- Annette: would want to know from on-boarding board who they are interested in, see what they want to accomplish then ask board members who do you know where

### Recommendation on the procedures document

- 2017 version replaced ~2013 version, Chris and Kathy want the procedures document to be brought to general membership for advisory vote, admin working group recommends

## Cully Association of Neighbors Board Meeting Minutes - DRAFT

Tuesday, March 22, 2022, 6:30-8:30pm

### Online meeting via Zoom

new board reviewing procedures document compared to bylaws, can't not put up document on website because they don't like it

#### Comms working group

- Next newsletter went out, Lanny gave positive feedback
- Next one in 4-6 weeks, would like description about events working group

#### Events working group:

- April general meeting topic? Elaine Block from DEQ will talk about food waste, in-between elections
- May general meeting, Alder Commons will talk about community building, also open to other ideas
- June general meeting, Chris has organized for Dan Ryan to present
- Annette: secured partnership with Sparrowhawk, and location at Trinity Lutheran Church, waiting for confirmation from them on specific dates Aug 13-15, putting together team of 4 (volunteering, social media, etc.), with new board elected in April, will need a current board member as co-lead of event with Annette, whole process is very streamlined
- Josh: falls into both off-boarding and on-boarding of new board, what is timeline? Aug 15 is pre-sale
- Annette would be member of working group as community member, updating board, will need board member as co-signer with Sparrowhawk, Apr 30 is deadline for signing, July 1 for securing location, July 15 is receiving draft marketing and volunteer plan, Aug 1 is sparrowhawk announcement season dates and locations, Aug 15 is online ordering, all is packaged, no creation
- **ACTION ITEM:** Josh add Sparrowhawk to agenda for next board meeting
- Maria: Apr 30 SOLVE, looking for CAN volunteer to take 1-hour training, training is remote, and several different training times available
- **ACTION ITEM:** Maria will send training links and info to Vena as well as information about

#### Request for letter sign-on: Greg Bourget, Clean Air Oregon

- Event coming up next Tuesday, working with 56 NAs, total 82 organizations to negotiate with dangerous polluters in Oregon, negotiation with stakeholder and polluters, some of the dozen include, Linnton tank farms, refineries on Swan Island, Union Pacific rail yards, Owens-Brockway, Hydro-Extrusion
- Asking for CAN to look at letters from all the others and consider endorsing them
- Asking to write letters on behalf of 'stakeholder group' (nearest NA, for CAN letters are for Owens-Brockway and Hydro-Extrusion
- Talia: For OB, how does this relate to the previous ask
  - [reference to specific pollutants, source testing and health assessment]
- Gregory: not quite accurate, [update on current situation:] DEQ has imposed condition to install filters or shut down, that was part of the agreement reached last December, process is already working for OB, OB has to let us know by June 30, appreciate the letter don't think there is any reason for it, until OB refuses to obey the regulatory conditions, at this point OB is working with community to plant a lot of trees from the

## Cully Association of Neighbors Board Meeting Minutes - DRAFT

Tuesday, March 22, 2022, 6:30-8:30pm

### Online meeting via Zoom

DEQ imposed fine of \$1M, the earth justice issue is separate having to do with the air quality permit, some of these letters (both) have some outdated information

- Isha: will the filters work on arsenic? Is there more we can do with another letter or is what is being done being done?
  - Gregory: At this point this could be confusing to OB, sat down with OB lawyer 3 or 4 weeks ago, taking fine and putting it into community project, suggest we hold on OB letter until we see what we decide to do
- Greg: When would you send such a letter? If you want a letter then we wouldn't be able to rally the whole city.
- Isha: would like to present as a unified front [with other NAs], want to be included in process
- David: OB not worried about OB, Greg has written on Hydro Extrusion [previously], defer to Gregory on these matters
- Gregory: Portland Hydro is a concern, been on radar for a long time, we informed community about NASA fraud, [Hydro] got sold, if we want to continue CAAT there are much better targets more critical targets than Portland Hydro (Boeing, diesel along Columbia, National Guard, and Port of Portland, et al.), really appreciate Cascadia Action
- Greg: DEQ says Hydro Extrusion
- Gregory: let's put pressure on DEQ about HE, but let's go after Boeing or
- Josh: new board meet with CAAT and Cascadia action to form a strategy
- Greg: 12 letters from all NAs except from Washington County, 30 days to consider endorsement
- Talia motions to look at letters to endorse, Isha supports
- **ACTION ITEM:** Greg will send letters to Josh

Policy proposal on conducting email votes (reminder)

- Test process for next email vote

## Adjournment\*

- **Motion to adjourn meeting:** Maria Grzanka motions to adjourn meeting. Annette Pronk seconds.
- **Vote:** majority present in favor. None opposed. None abstain. Motion passes.
- Meeting adjourned at 8:33pm

*Meeting Minutes recorded by Maria Grzanka, CAN Secretary. All CAN Board Meeting and General Meetings are open to the public to attend. Please reach out to a board member for more detailed information about discussion points.*

---

### Active Committees & Other CAN Roles

- CNN Representative: Michael Morrissey

## **Cully Association of Neighbors Board Meeting Minutes - DRAFT**

**Tuesday, March 22, 2022, 6:30-8:30pm**

### **Online meeting via Zoom**

- Grievance Committee: Isha Leinow, Annette Pronk, Tess Kelly, Carol Pinegar, Zach Powers
- CAN website: Chris Browne
- CAN email list-serv: Gregory Sotir
- Cully Air Action Team: Gregory Sotir
- Transportation and Land Use: David Sweet
- Tree Team: Bruce Nelson
- Parks & Rec Liaison: Michael Morrissey