

# **CapitolRiver Council Meeting Agenda**

March 21, 2023, Board of Directors Meeting, 5:15 p.m.

Board members and the public are invited to attend via Zoom videoconference.

## **Zoom Meeting Link**

<https://us02web.zoom.us/j/87480273918?pwd=K1ppS1RycFpZMlZSZGIxeEQxNHBpZz09>

Meeting ID: 874 8027 3918, Passcode: 122532

## **CRC MISSION**

CapitolRiver Council, an official advisory group to the City Council, represents and works in partnership with all District 17 stakeholders to act on urban planning and community building efforts as part of a shared vision to support sustainable, safe, healthy, and vibrant neighborhoods.

## **Rules of Procedure**

Welcome to our meeting! When we make decisions as a group, we want all board members and guests to have the opportunity to participate in the discussion. Please wait to be recognized by the Board Chair or other person who is facilitating the meeting. Keep comments and questions brief, and relevant to the agenda item that is being discussed. Avoid making personal attacks or using disrespectful language.

Please see the complete Rules of Procedure at the end of this document for more detail.

## **Call to Order and Introductions, Chair Jess Grams (5:15-5:25 p.m.)**

Call to Order and Land Acknowledgement: We acknowledge that this meeting is taking place on Dakota land and the home of the Ojibway people. We also note that we are blessed to use this digital platform, which is not always available to low-income, rural, or indigenous people and communities. We reflect on this to remember our responsibility and privilege to protect these spaces -- both physical and digital -- and to maintain a respectful environment where all people feel welcome, safe, and able to access the process of decision-making in our work.

- I. Introductions and Welcome – attendees are asked to briefly introduce themselves to the group.
- II. Previous Meeting Minutes – the Feb. 28, 2023 board meeting minutes are posted on the website. If there are no changes, they will be adopted.

## **Discussion Items – Review of Committees / Work Groups and Financial Update (5:25-6:30 p.m.)**

- III. District council staff discussion about eliminating committees – Executive Director Jon Fure: The executive directors of all 17 district councils meet monthly, and the group briefly discussed committees at its March 16 meeting. Several districts have eliminated their committees, and instead have one monthly community forum that may or may not have a prepared agenda. Another district council has scheduled some committees on the same day, and one committee will meet for the first hour, another for the second hour, and if necessary, another for the third hour. There have been conversations at CRC board meetings about going back to in-person meetings, or having hybrid meetings. The purpose of this discussion is to talk about the current committees / work groups and brainstorm about potential changes that will encourage more community participation, including when / where to meet. The current CRC committees / work groups are:
  - Public Realm, first Thursday of the month at 5 p.m.

- Development Review, second Tuesday of the month at 9 a.m.
- Skyway Governance Advisory, fourth Friday of the month at 9 a.m.
- Officers committee, meets at least quarterly, and the schedule is developed by consensus of the officers.
- Listening Session planning group, meets periodically to plan events and discuss feedback received previously.
- Recruiting committee is the officers and committee chairs. It generally meets periodically in March through May and is focused mainly on recruiting candidates for the board of directors.
- Strategic Plan committee, was formed at the February board meeting and has not yet met or established a schedule.
- Public Restroom Work Group has not yet met or established a schedule.

Committees / work groups / task forces that CRC has had in the past include (in no particular order):

- Arts, Culture and Events Committee
- Finance Committee
- Bylaws Task Force
- Marketing and Fundraising Committee
- Grocery Store Task Force
- Children's Play Area Task Force
- Small Business Committee
- Parking Committee
- Pedro Park Work Group

Board members are asked to discuss the current / previous groups and potential changes.

- IV. Annual Meeting Planning – Jon Fure: The anticipated Annual Meeting date will be June 20. The purpose of this agenda item is to discuss whether the meeting should be remote, in-person, or hybrid, and suggestions for speakers and / or discussion topics.
- V. Financial Update -- Executive Director Jon Fure: The final reimbursement request of \$7,878.78 has not yet been received. Monthly financial statements are posted on the website.

#### **Committee Updates (6:30-6:40 p.m.)**

- VI. Public Realm Committee: Kyle Rucker, planner of a Pride Fest in Rice Park, has been invited to discuss plans for the event. The meeting will be on April 6, via zoom, at 5 p.m.
- VII. Skyway Governance Advisory Committee: The committee will discuss the request by Madison Equities to close some skyway bridges at 7 p.m. The meeting will be on March 24 at 9 a.m. via zoom.

#### **Board Member Updates (6:40-6:45 p.m.)**

- VIII. Board member updates and requests for future agenda items.

#### **Adjournment**

### **Rules of Procedure**

**Welcome to our meeting! When we make decisions as a group, we want all board members to have the opportunity to participate in the discussion. The following rules enable us to move through our agenda efficiently, while giving people with different opinions the opportunity to participate in the discussion. When we invite guests to participate, we ask that you also agree to the following:**

- Turn off or silence cell phones.
- Wait to be recognized by the board chair before speaking.
- Only one person speaks at a time.
- Keep comments brief – please stay within the allotted time on the agenda for committee updates and other agenda items, and keep other questions and comments to 1 minute.
- Keep comments to the agenda item that is being discussed.
- When you have given your opinion or asked a question, allow others time to give their opinion or ask a question before speaking again.
- Avoid making personal attacks or using disrespectful or offensive language.
- Unless otherwise specified in CRC Bylaws or policy, board action requires:
  - A motion by a board member, seconded by another board member (except that a motion by a committee does not need to be seconded).
  - Discussion by board members.
  - Discussion by the public at the discretion of the chair.
  - A majority of board members must vote in favor of the motion.
  - If a board member proposes one or more changes to a motion, the board must first vote on the proposed change(s) and then vote on the motion.
  - If a board member makes a motion to end the debate on an agenda item and call the previous question, and if it is seconded by another board member, the board must vote on that motion without debate, and if a majority of board members vote in favor of the motion to call the previous question, the board must vote on the motion that was being debated.